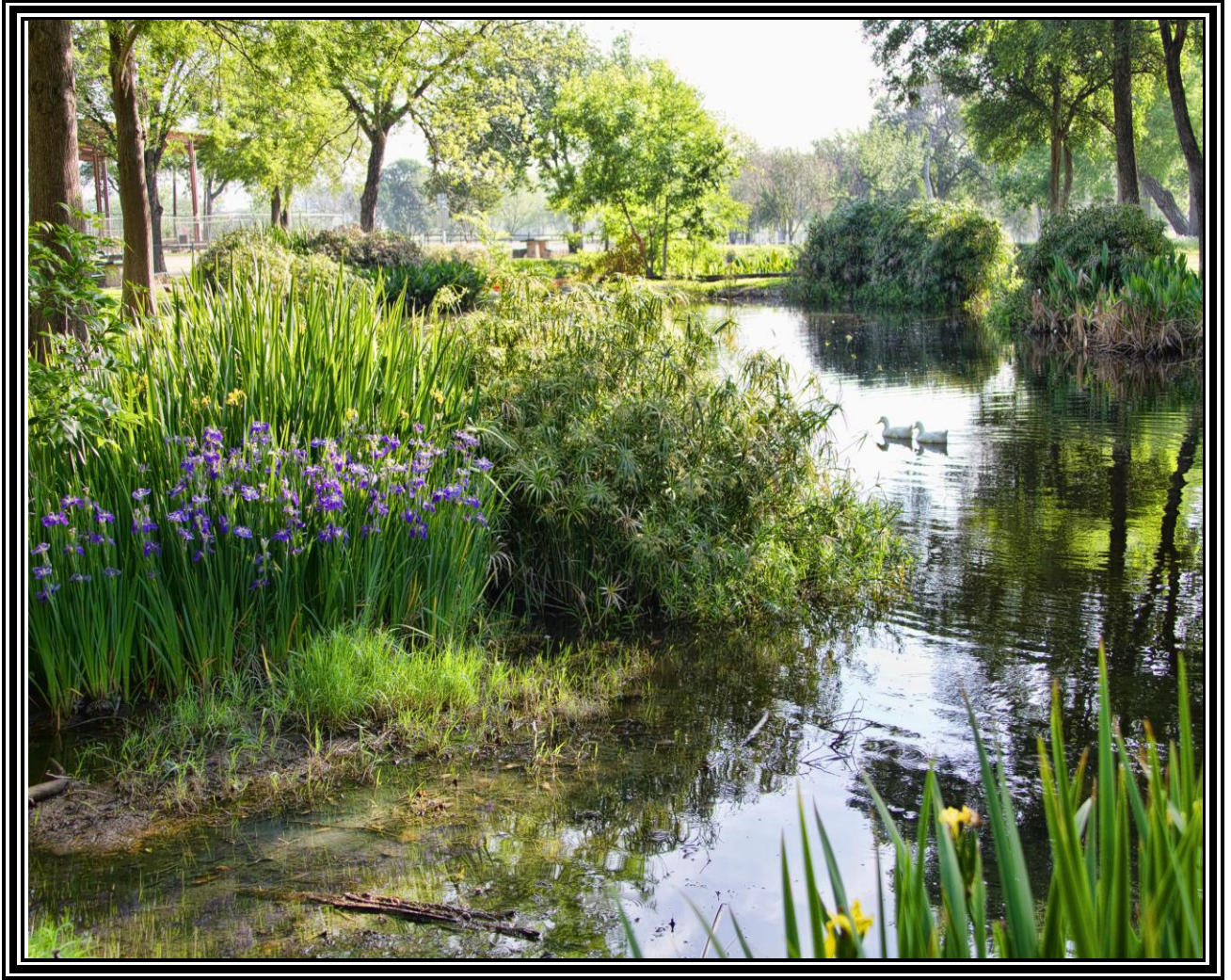


# *CITY OF TAYLOR, TEXAS*



*FISCAL YEAR 2013-14*

*Annual Budget*

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This budget will raise more revenue from property taxes than last year's budget by an amount of \$129,614, which is a 2.1% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$50,265.

### **City Council Record Vote**

The member of the governing body voted on the adoption of the tax rate as follows:

For: Scott Green, District 4; Donald Hill, District 1; Christopher Gonzales, Sr., District 2; Brandt Rydell, District 3; and Jesse Ancira, Jr, At Large

### **Property Tax Rates**

	<u>FY2013-14</u>	<u>FY2012-13</u>
Property Tax Rate	0.813893	0.813893
* Effective Tax Rate	0.818927	0.820747
* Effective M & O Rate	0.684608	0.609435
* Rollback Tax Rate	0.870390	0.904460
Debt Rate	0.240874	0.240874

\* This rate is calculated by Williamson County Appraisal District

The total amount of debt obligation secured by property taxes for the City of Taylor is \$31,969,904.





## **CITY OF TAYLOR**

### **CITY COUNCIL**

(Bottom Row Left to Right/Second Row Left to Right):

Jesse Ancira Jr.- Mayor/At Large

Christopher Gonzales- Mayor Pro-Tem/District 2

Scott Green- Council Member/District 4

Donald R. Hill - Council Member/District 1

Brandt Rydell- Council Member/District 3



August 22, 2013



**The Honorable Mayor and City Council  
City of Taylor, Texas**

Dear Mayor Ancira, Mayor Pro-Tem Gonzales and Members of the City Council:

Staff began working on the 2013-14 budget in late March with the distribution of the budget packets. Department Heads were asked to produce a proposed budget for their departments operating line items. A list of capital needs was submitted by departments, reviewed by management staff and based on need, a determination was made on which requests will be included in this budget. Meetings were held with Department Heads to discuss their expenditures and changes were made accordingly to produce a balanced budget. The local economy is showing signs of improvement and this is reflected in this budget.

The FY2013-14 budget at a glance is to give you some of the highlights and overview of each fund.

**FY2013-14 BUDGET AT A GLANCE**

**General Fund:**

The General Fund is the chief operating fund of the City and is used to account for all financial resources except those required to be accounted for in another fund. The General Fund provides traditional local government services, such as public safety, parks, libraries, streets, and administration. The General Fund budget is based on the current tax rate. Revenues are budgeted at \$11,911,655 with the primary revenues sources as follows:

- ❖ Ad Valorem Taxes- The certified 2013 taxable value per the Tax Appraisal District shows \$734,743,082 as approved values and \$60,053,539 under review by the Williamson County Appraisal Board. This budget is proposed using the current tax rate of \$0.813893 which will provide \$4,457,170 for maintenance and operation.
- ❖ Sales Tax revenue is budgeted at \$2,777,500 which is an increase from the projected FY2012-13 budget by \$252,500 or 10%. Businesses with the City of Taylor are seeing improvements and that is reflected in the sales tax payments the City receives. It is anticipated that we will end the current year with \$2,525,000 in sales tax revenue.
- ❖ Franchise Tax which consists of Electric, Cable, Telephone, Gas, Mixed Beverage, and Solid Waste Collection represent approximately 8.1% of the General Fund revenues. The

- ❖ franchise taxes have been held close to its current funding levels and budgeted at \$956,585.
- ❖ Charges for Services are budgeted at \$1,536,900 which is 13% of total revenues in the General Fund. Solid Waste Collection revenues are budgeted in the General Fund. This is one of the major contributors to this category.
- ❖ Permits and licenses are budgeted at \$111,100 this is an increase over prior year by \$20,100 or 22%. As new development comes to the area this revenue category will see increased revenues.
- ❖ Fines & Forfeitures- This revenue category has been increased by 7.2% over the previous year budget. It is anticipated that the current projected year end will come in higher than budgeted by 3%.
- ❖ Miscellaneous Revenue-This is comprised of intergovernmental revenues, assessments, interest income, donations and sale of property which represents \$203,200 or 1.7% of total revenue.
- ❖ Transfers from other funds are budgeted at \$1,445,000 and includes:
  - a) Utility Fund- \$1,250,000
  - b) Airport Fund \$15,000
  - c) Municipal Drainage Utility System- \$180,000

Expenditures are budgeted at \$11,911,655; this is an increase of \$1,101,766 or 10.2% from the prior year adopted budget. The major changes in increases/decreases in expenditures are as follows:

- ❖ Employees Services total \$7,575,287 which is an increase of \$749,044 or 11% from the adopted budget. This category reflects the following:
  - a) Wages and salaries increased by \$486,227 or 9.8%. Included in this budget is a salary adjustment of 5% for all employees effective in October with a receptionist/admin clerk position in the Community Development Department. The receptionist/admin clerk who falls under Human Resources will be reclassified as Administrative Assistant and will provide administrative support to the HR Director. Also, the change in the position classification for the Police that was done in the current year will impact the new budget by \$135,000.
  - b) The Texas Municipal Retirement System (TMRS) increased the city's contribution rate from 12.99% to 13.08%. The city's contribution portion is budgeted at \$703,945, an increase of \$67,312 or 10.6% from the adopted budget.
  - c) Health Insurance increased by \$122,047 or 23% from the FY2012-13 adopted budget. The City Health Insurance was originally proposed at a 25.8% increase. Gallagher Benefit Services negotiated with Blue Cross Blue Shield and was able to get the initial rate increase lowered to 13.5% that will be into effect in October. However, an additional 4% increase will go into effect in January due to PPACA fees. This is a 2% health insurance tax and a patient centered outcome research fee (PCOR) of \$2 per covered employee and dependent per year. Lastly this includes a transitional reinsurance fee of \$5.25 per covered employee and dependent per month.

- d) Included in this category is training and development for both City Council and city employees. This is budgeted at \$115,730, an increase from current budget by \$11,739 or 11.3%.
- ❖ Operational supplies are budgeted at \$451,090. This is an increase of 12.9% over last year's budget. Increases are seen in office supplies, public safety supplies and operational equipment.
  - ❖ Facilities Operations category decreased by 7%; due to reclassifying the subscription fees charged by Williamson County for radios to another category. This expense should not be expensed in this category and was moved to other contract services.
  - ❖ Equipment Operations increased by 17.6% which is due to an increase in equipment rental cost. This is based on the maintenance and repairs that is anticipated in the Fleet Operating Fund.
  - ❖ Contract Services increased over the FY2012-13 by 2.6% due to increases by various vendors for services that are outsourced. The major expense in contract services is solid waste service which is outsourced.
  - ❖ A total of \$62,400 is included for the principle and interest payment for the Motorola radios for the police and fire department. This lease will be completed in 2015.
  - ❖ Capital outlay is budgeted at \$53,000. This includes \$43,000 for books for the Library and \$10,000 for a color copier to be used at City Hall.
  - ❖ Contributions for Civic Programs are budgeted at \$80,765 for various organizations, which is an increase from the current adopted budget by \$14,974. This is due primarily to increased fees to Williamson County and Cities Health District and adding \$10,000 for The Shepherd's Heart.
  - ❖ A transfer for \$14,600 to the Main Street Fund is proposed to help offset some cost for façade grant and rental assistance program.
  - ❖ Property tax rebates for Wilco Recycling and ERCOT are included in this budget for \$138,710. Sales tax rebate for Burrow Cabinets is budgeted at \$39,350. Both have 380 agreements which were approved by City Council.
  - ❖ A small contingency reserve is budgeted in the amount of \$25,000 to cover any unforeseen expenses that might occur during the budget year.

The budget reflects a balanced budget, leaving a **projected** total unrestricted fund balance of \$3,397,321 which exceeds just over the three months of operating reserves of \$2,977,914.

### **Utility Fund**

Utility fund revenues are budgeted at \$7,201,810. The current year projected revenues are slightly lower due to the decrease in water consumption. This proposed budget for the Utility Fund is decrease from the current adopted budget by \$114,690 or 1.6%. The Utility Fund is budgeted with no rate increases. However, we continue to work with our consultant on our rates. The rates that are suggested will impact our current rate structure. Staff will further examine this concept with in the hope that we can bring a recommendation to council in September.

- ❖ Water income is budgeted at \$4,034,800. This is a decrease from the FY2012-13 budget by \$142,700 or 3.4%. Water sales for the current year are expected to be less than the



amount budgeted due to a decrease in watering by residents as seen thus far. However, this could change if we continued to have dry weather conditions.

- ❖ Sewer income is budgeted at \$2,385,200 and the charges for residential customers are based on sewer averages. The months of December, January and February are used to determine what a residential customer will pay for sewer. Commercial customer's charges are based on their actual water consumption.
- ❖ The City's water agreement with the City of Hutto, City of Thrall and Noack W.S.C. for wholesale water is budgeted at \$400,000.
- ❖ All other charges for services are budgeted at \$316,300 which is a slight increase from the previous year's budget by \$2,600.
- ❖ Assessments have been budgeted at \$16,000 for FY2013-14 which is \$12,100 lower than the amount budgeted for current year.
- ❖ Use of money and property is budgeted at \$43,000. This includes interest income budgeted at \$3,500 which is based on current rates staying where they are. Water tower rental income is budgeted for \$34,500 and \$5,000 in miscellaneous income.

Expenses for FY2013-14 are budgeted at \$7,201,810 which is a decrease of \$114,690 or 1.6% from the current FY2012-13 budget. However, when compared to the projected FY12-13 an increase of \$85,910 or 1.2%. The areas of major increases are as follows:

- ❖ Employee services totaled \$1,209,131 which includes:
  - a) A salary adjustment of 5% effective in October.
  - b) Health Insurance is budgeted at \$139,058, an increase of \$19,928 from current budget.
  - c) The Texas Municipal Retirement System (TMRS) line item is budgeted at \$111,890 which is an increase of \$5,389 from the current adopted budget
  - d) Training and Development is budgeted at \$10,960 which is a decrease from the current budget by \$1,490.
- ❖ The Operational supply category is budgeted at \$1,687,331. The major expense in this category is the purchase of treated water from Brazos River Authority which is budgeted at \$1,323,020. The City's monthly charge from BRA is \$106,084 for treated water. This is recalculated in June of each year and the new charge takes effect in July and any excess water charges are paid in September. There is a small contingency of \$50,012 built into the budget to help offset any excess water charges that may occur. Other operational supplies are office and construction supply, specialty supply and operational equipment included in this category. Also, in this category are new service meters budgeted at \$55,600 for continuing the City's meter replacement program.
- ❖ The proposed budget includes \$243,322 in facilities operation expenditures. The major expense in this category is light and power which is budgeted at \$218,200 which is 90% of this category. Also in this category are facility repair and maintenance which is budgeted at \$25,122.
- ❖ Equipment operation and maintenance is budgeted at \$190,206. This represents the annual amount for vehicles and equipment repairs and maintenance.

- ❖ Contract Services and fees are budgeted at \$292,590. This category includes engineering services budgeted at \$28,200, software maintenance and licensing at \$31,375, credit card fees at \$26,000, landfill fees at \$24,300, other contract service at \$64,608 and testing certification at \$83,807 which includes the cost for bacteriological testing.
- ❖ Transfer of principle and interest for bond payments is budgeted at 2,299,230 for the existing debt.
- ❖ Transfer to the General Fund is budgeted at \$1,250,000.

The budget for the Utility Fund is budgeted to match on-going revenues to on-going expenses.

### **Special Revenue Funds**

These funds account for the accumulation and disbursement of legally restricted resources to expend for a specific purpose. The special revenues funds consist of the following funds:

- ❖ ***Tax Increment Fund-*** The purpose of this fund is to set aside ad valorem tax for the downtown reinvestment zone. Revenues are budgeted at \$106,260 which is derived from property tax, interest income and a reimbursement from Williamson County. \$30,000 is budgeted for façade grants to businesses in the TIF district. The projected ending fund balance is \$581,938.
- ❖ ***Hotel/Motel Fund-*** Revenues for this fund come from taxes levied on guests staying at hotels/motels in Taylor. Revenues are budgeted at \$61,200 and expenditures at \$55,900, which is paid to the Taylor Chamber of Commerce to be used to promote tourism in Taylor. Included in this amount is a transfer for \$5,000 to the Main Street Fund for the Zest Fest and \$5,000 to be used for marketing effort by the marketing team. The projected ending fund balance for FY2013-14 is \$85,998. The reserve is maintained for discretionary use by the Council throughout the year as needed.
- ❖ ***Texas Capital Fund-***Revenues and expenditures are budgeted at \$25,023. This fund is basically a pass through account. Payments are made to the state by the City to pay off a loan for funds borrowed in connection with the establishment of Temple College at Taylor (TCAT). TCAT repays the city, which is then paid to the State to satisfy the loan requirement.
- ❖ ***Main Street Revenue Fund-*** The purpose of this fund is to provide incentives for downtown businesses to improve the facades of the building they occupy and to account for donations and proceeds from fundraisers where profits are dedicated to promote downtown development. Revenues are budgeted at \$66,700 which is derived from city fund raising events and the annual Taylor Zest Fest and transfers from other funds for help offset some of the cost in this fund. Expenditures are budgeted at \$66,023 which provides incentives to downtown businesses to improve the facades of the buildings they occupy through Façade improvement Grants and to assist business with rent. The projected ending fund balance will be depleted in the FY2013-14.
- ❖ ***Municipal Court Special Fee Fund-*** These funds are collected through municipal court and are restricted mainly for building security and technology. Budgeted revenues for FY2013-14 are \$17,000 and expenditures are budgeted at \$6,000 for armored car service to transport monies collected by court to the bank. The projected ending fund balance is \$96,070.

- ❖ **Library Grant/Donation Fund-** These funds are collected through specific grants and donations made to the City of Taylor's Public Library. Generally, it is difficult to know actually what grants and donations will be received in any given time. In the FY2013-14 revenues are budgeted \$300 for interest income earned. No grant funds are budgeted. Expenditures are budgeted for the purchase of books and supplies in the amount of \$6,000. The projected ending fund balance is budgeted at \$341,977 of which, \$336,800 is allocated as the Louis Ned and Noble funds.

### **Internal Service Fund**

The Internal Service Fund consists of the Fleet Service Operation Fund and Fleet Replacement Fund.

- ❖ In the Fleet Service Fund for the FY2013-14 budget, revenues are budgeted at \$683,329 with expenditures at \$685,998. The FY2012-13 is projected with a surplus of \$4,179, this will off set the deficit of \$2,669. This fund was initiated in 2003-04 as a revolving fund to get better control over the costs of vehicles and equipment. Under this concept each department essentially rents its vehicles and equipment from the Fleet Service Fund. Most all maintenance and repairs are handled by this department to include fuel cost.
- ❖ In the Fleet Replacement Fund revenues are budgeted \$171,485 which will come from the General Fund. Expenditures are budgeted at \$171,485 which is to cover the capital lease/purchase payments for the park equipment and brush trucks for the fire department. In this budget includes the financing for capital equipment is as follows:

a) Police- 3 vehicles	\$102,124
b) Streets/Grounds- brush chipper	\$ 33,000
c) Streets/Grounds-dump truck	\$ 81,000
d) Parks- truck	\$ 20,000
e) Fire- SCBA	<u>\$ 89,000</u>
Total	\$325,124

The annual payment is budgeted at \$70,537; this is a five year term at an interest rate of 2.79%.

### **Other Funds:**

#### **Airport Fund**

Airport Fund revenues are budgeted at \$472,187 for FY2013-14. No fee increase is proposed in the budget.

The FY2013-14 budgeted expenses total \$472,187; this is a slight decrease of \$2,317 from the current adopted budget. Included in this budget is the final payment of \$22,670 to the General Fund.

### **Cemetery Operating Fund**

Revenues in the Cemetery Fund are budgeted at \$154,350, with no rate increases included for the FY2013-14 in the category of charges for services. Expenditures are budgeted at \$181,944. The change proposed in this budget from the current budget is as follows:

- a) No transfer to the General Fund is budgeted.
- b) Included in the budget is \$34,640 for salaries and benefits for an additional cemetery worker position.

Expenditures exceed revenues by \$27,594, so fund balance will be reduced by this amount leaving a projected ending fund balance of \$45,373.

### **Utility Impact Fund**

Revenues are budgeted at \$21,000 which is generated by new development. No expenditures are budgeted for this fund.

### **Cemetery Permanent Fund**

The “Cemetery Permanent Fund” was established as a “trust and agency fund” and held in trust by the City, subject to control by the City Council. Interest income from the investment of the permanent funds is to be used for beautification and upkeep of the cemetery which is transferred to the Cemetery Operating Fund.

Revenues in the Cemetery Permanent Fund are budgeted at \$38,000, with the majority coming from interest income. Expenditures are budgeted at \$24,025 for the FY2013-14, which consists of bank charges and a transfer to the Cemetery Operating Fund. The ending fund balance is projected at \$745,183.

### **Roadway Impact Fund**

Revenues are budgeted at \$9,000 which is generated by new development. No expenditures are budgeted for this fund. The ending fund balance is projected at \$49,182.

### **Municipal Drainage Utility System (MDUS) Fund**

MDUS Fund revenues are budgeted at \$332,000 for FY2013-14, an increase from the current budget of \$8,925. No rate increase is proposed for the 2014 budget.

Expenses for FY2013-14 budget total \$314,275, an increase of \$111,118 from the current year budget. This increase occurred mostly due to the increase in transfer to the General Fund (up by \$108,413 at a budget of \$180,000). Expenses include contract services such as bank fees of \$350 and bad debt for write-offs of \$500. Transfer for principle and interest on debt payment is budgeted at \$133,425.

A projected fund balance of \$469,401 will be left in the MDUS Fund at the end of FY2013-14.

### **Debt Service Funds**

This fund is for resources used to service the principal and interest on long-term debt such as general obligation and certificates of obligation. These are the sinking funds used to account for the accumulation of funds for and interest payments on the City's bonded indebtedness. They are bound by bond covenants and there is little flexibility in revising the revenue or expenditures scheduled for next year.

In the General Obligation & Government CO's Fund, revenues are budgeted at \$1,838,250 which is derived mainly from the interest and sinking portion of the ad valorem taxes. Expenditures total \$1,904,655 which includes the use of fund balance in the amount of \$66,405 to pay for principal and interest payments on existing debt.

Revenues budgeted for the Utility CO's bonds are at \$2,299,230 which is a transfer from the Utility Fund. Expenditures are budgeted at \$2,299,230 to cover the principal and interest payments on existing debt.

The Airport CO's revenues are budgeted at \$38,673 which is a transfer from the Airport Fund. Expenditures are budgeted at \$38,673 for the principal and interest payments on the existing debt.

The MDUS CO's revenues are budgeted at \$133,425 which is a transfer from the MDUS Fund. Expenditures are budgeted at the same amount for the principal and interest payments on the debt that was issued in 2012.

The bond rating received this year from Standard and Poor's "A+".

### **Summary**

Combined revenues for FY2013-14 for all funds total \$25,580,877 and expenditures total \$25,528,308. The operating budgets are conservative based on the current economy, but continues to provide services to our citizens as well as support the progress and development that is on-going in the City of Taylor.

Final adoption of the budget and tax rate is scheduled on September 12, 2013.



# **BUDGET SUMMARIES**

# CITY OF TAYLOR

## COMBINED SUMMARY OF ESTIMATED REVENUES AND EXPENDITURES OF ALL FUNDS

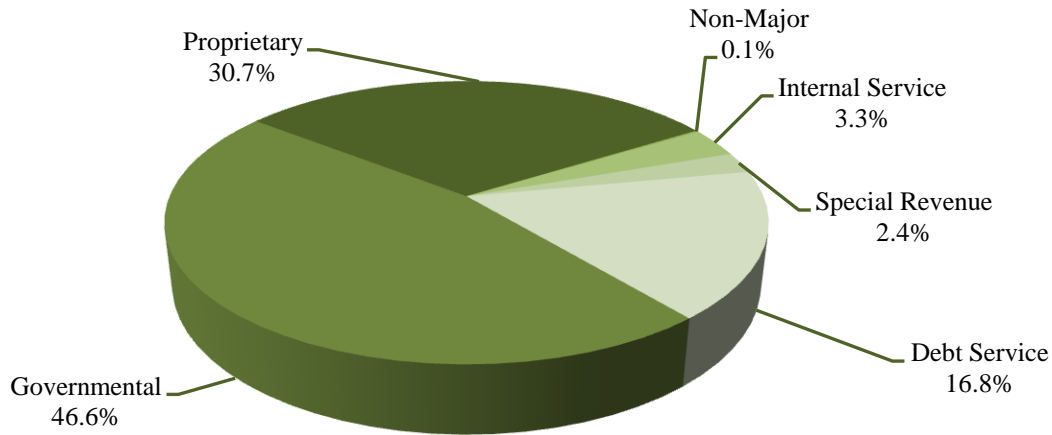
	FY2013-14 Adopted <u>Revenues</u>	FY2013-14 Adopted <u>Expenditures</u>	FY2013-14 Adopted <u>Balance</u>
<b>Operating Budgets:</b>			
General Fund	\$ 11,911,655	\$ 11,911,655	\$ -
<i>Proprietary Funds</i>			
Utility Fund	\$ 7,201,810	\$ 7,201,810	\$ -
Airport Fund	472,187	472,187	-
Cemetery Fund	154,350	181,944	(27,594)
Subtotal	\$ 7,828,347	\$ 7,855,941	\$ (27,594)
Subtotal Operating	\$ 19,740,002	\$ 19,767,596	\$ (27,594)
<b>Special Revenue</b>			
Tax Increment Financing Fund	\$ 106,260	\$ 30,000	\$ 76,260
Hotel/Motel Fund	61,200	55,900	5,300
Texas Capital Fund	25,023	25,023	-
Main Street Fund	66,700	66,023	677
Cemetery Land Purchases Fund	-	-	-
Municipal Court Special Fund	17,000	6,000	11,000
Library Grant/Donation Fund	300	6,000	(5,700)
Municipal Drainage Utility Fund	332,000	314,275	17,725
Subtotal Special Revenue	\$ 608,483	\$ 503,221	\$ 105,262
<b>Other Funds:</b>			
Utility Impact Fund	\$ 21,000	\$ -	\$ 21,000
Roadway Impact Fund	9,000	-	9,000
Cemetery Permanent Fund	38,000	24,025	13,975
Subtotal	\$ 68,000	24,025	\$ 43,975
<b>Internal Service Funds</b>			
Fleet Services Operation Fund	\$ 683,329	\$ 685,998	\$ (2,669)
Fleet Replacement Fund	171,485	171,485	-
Subtotal	854,814	857,483	(2,669)
<b>Debt Services Funds</b>			
General & CO's I&S Fund	\$ 1,838,250	\$ 1,904,655	\$ (66,405)
Utility CO's I&S Fund	2,299,230	2,299,230	-
Airport CO's	38,673	38,673	-
MDUS I & S	133,425	133,425	-
Subtotal	\$ 4,309,578	\$ 4,375,983	\$ (66,405)
Total	\$ 25,580,877	\$ 25,528,308	\$ 52,569

**City of Taylor**  
**Proposed Budget**  
**FY2013-14 Summary**

	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>Change from</b>
<b>Revenues</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Adopted</b>	<b>Prior Budget</b>
100- General Fund	\$ 11,692,824	\$ 10,809,889	\$ 11,306,612	\$ 11,911,655	10.2%
340- Utility Fund	\$ 7,299,213	\$ 7,316,500	\$ 7,115,900	\$ 7,201,810	-1.6%
350- Airport Fund	\$ 430,964	\$ 475,022	\$ 465,370	\$ 472,187	-0.6%
370- Cemetery Fund	\$ 173,271	\$ 176,550	\$ 196,173	\$ 154,350	-12.6%
300- MDUS	\$ 798,472	\$ 323,075	\$ 326,575	\$ 332,000	2.8%
200- Roadway Impact Fund	\$ 63,394	\$ 22,000	\$ 9,000	\$ 9,000	-59.1%
345- W & WW Impact Fund	\$ 96,354	\$ 21,000	\$ 21,000	\$ 21,000	0.0%
410- Cemetery Permanent Fund	\$ 11,724	\$ 40,000	\$ 38,000	\$ 38,000	-5.0%
382- Fleet Operating Fund	\$ 28,031	\$ 102,045	\$ 315,173	\$ 683,329	569.6%
384- Fleet Replacement Fund	\$ 669,313	\$ 653,443	\$ 670,317	\$ 171,485	100.0%
119- TIF Fund	\$ 101,994	\$ 101,952	\$ 106,250	\$ 106,260	4.2%
120- Hotel/Motel Fund	\$ 59,279	\$ 60,250	\$ 60,616	\$ 61,200	1.6%
121- Texas Capital Fund	\$ 25,023	\$ 25,023	\$ 25,023	\$ 25,023	0.0%
123- Main Street Fund	\$ 20,154	\$ 15,800	\$ 17,740	\$ 66,700	322.2%
124- Cemetery Land Purchase Fund	\$ 2,740	\$ 2,600	\$ 1,020	\$ -	-100.0%
125- Municipal Court Sec. & Tech	\$ 14,968	\$ 17,000	\$ 17,000	\$ 17,000	0.0%
129- Library Grant & Donation Fund	\$ 1,380	\$ 11,285	\$ 10,445	\$ 300	-97.3%
140- General I & S Debt Service Fund	\$ 1,603,741	\$ 1,807,209	\$ 5,854,285	\$ 1,838,250	1.7%
143- MDUS I & S Debt Service Fund	\$ -	\$ 131,300	\$ 131,300	\$ 133,425	1.6%
144- Utility I & S Debt Service Fund	\$ 2,329,446	\$ 2,327,091	\$ 2,308,777	\$ 2,299,230	-1.2%
146- Airport I & S Debt Service Fund	\$ 38,493	\$ 34,423	\$ 34,423	\$ 38,673	12.3%
<b>Total Revenues</b>	<b>\$ 25,460,778</b>	<b>\$ 24,473,457</b>	<b>\$ 29,030,999</b>	<b>\$ 25,580,877</b>	<b>4.5%</b>

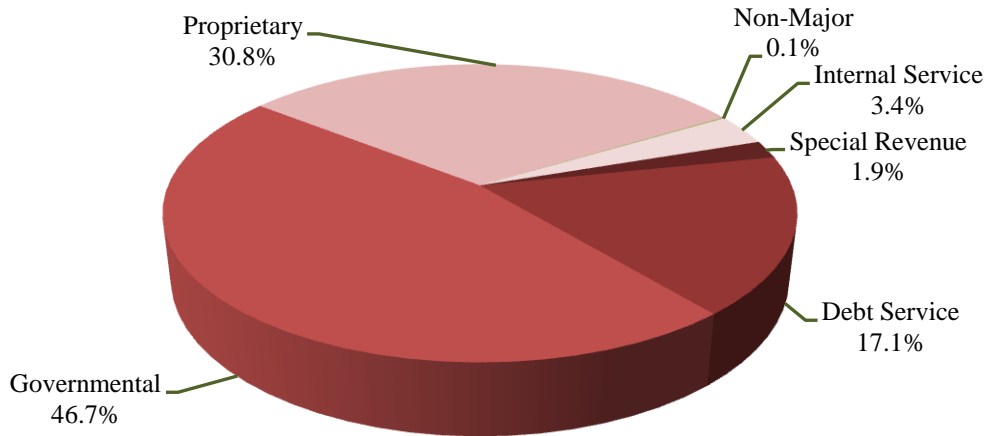
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>Change from</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Adopted</b>	<b>Prior Budget</b>
100- General Fund	\$ 10,430,975	\$ 10,809,889	\$ 11,855,149	\$ 11,911,655	10.2%
340- Utility Fund	\$ 6,859,866	\$ 7,316,500	\$ 7,102,202	\$ 7,201,810	-1.6%
350- Airport Fund	\$ 438,735	\$ 474,504	\$ 465,370	\$ 472,187	-0.5%
370- Cemetery Fund	\$ 160,031	\$ 187,391	\$ 198,909	\$ 181,944	-2.9%
300- MDUS	\$ 624,865	\$ 203,157	\$ 203,921	\$ 314,275	54.7%
200- Roadway Impact Fund	\$ -	\$ -	\$ 105,462	\$ -	0.0%
345- W & WW Impact Fund	\$ 13,174	\$ -	\$ 88,354	\$ -	0.0%
410- Cemetery Permanent Fund	\$ 50,020	\$ 50,025	\$ 50,025	\$ 24,025	-52.0%
382- Fleet Operating Fund	\$ 670,819	\$ 653,443	\$ 666,138	\$ 685,998	5.0%
384- Fleet Replacement Fund	\$ 218,027	\$ 102,045	\$ 345,865	\$ 171,485	68.0%
119- TIF Fund	\$ 17,647	\$ 20,000	\$ 45,000	\$ 30,000	50.0%
120- Hotel/Motel Fund	\$ 63,150	\$ 45,000	\$ 65,000	\$ 55,900	13.1%
121- Texas Capital Fund	\$ 25,023	\$ 25,023	\$ 25,023	\$ 25,023	0.0%
123- Main Street Fund	\$ 21,272	\$ 32,500	\$ 46,100	\$ 66,023	103.1%
124- Cemetery Land Purchase Fund	\$ -	\$ -	\$ 20,000	\$ -	0.0%
125- Municipal Court Sec. & Tech	\$ 14,938	\$ -	\$ 5,467	\$ 6,000	100.0%
129- Library Grant & Donation Fund	\$ 5,153	\$ 10,000	\$ 23,683	\$ 6,000	-40.0%
140- General I & S Debt Service Fund	\$ 1,746,027	\$ 1,807,509	\$ 1,815,854	\$ 1,904,655	5.4%
143- MDUS I & S Debt Service Fund	\$ -	\$ 131,300	\$ 131,300	\$ 133,425	1.6%
144- Utility I & S Debt Service Fund	\$ 2,329,446	\$ 2,327,091	\$ 2,308,777	\$ 2,299,230	-1.2%
146- Airport I & S Debt Service Fund	\$ 38,493	\$ 34,423	\$ 34,423	\$ 38,673	12.3%
<b>Total Expenditures</b>	<b>\$ 23,727,661</b>	<b>\$ 24,229,800</b>	<b>\$ 25,602,022</b>	<b>\$ 25,528,308</b>	<b>5.3%</b>

## REVENUE by CATEGORY



<u>Category</u>	<u>Fund</u>	<u>Adopted Budget</u>
<b>Governmental</b>	General Fund	\$ 11,911,655
	Roadway Impact	\$ 9,000
	Library Grant & Donations	\$ 300
	<b>Sub-Total</b>	<b>11,920,955</b>
<b>Proprietary</b>	Utility	\$ 7,201,810
	Airport	\$ 472,187
	Cemetery	\$ 154,350
	W & WW Impact	\$ 21,000
	<b>Sub-Total</b>	<b>7,849,347</b>
<b>Non-Major</b>	Cemetery Permanent	\$ 38,000
	<b>Sub-Total</b>	<b>38,000</b>
<b>Internal Service</b>	Fleet Operating	\$ 683,329
	Fleet Replacement	\$ 171,485
	<b>Sub-Total</b>	<b>854,814</b>
<b>Special Revenue</b>	TIF	\$ 106,260
	Hotel/Motel	\$ 61,200
	TX Capital	\$ 25,023
	Main Street	\$ 66,700
	Cemetery Land Purchase	\$ -
	Muni Court Sec & Tech	\$ 17,000
	MDUS	\$ 332,000
	<b>Sub-Total</b>	<b>608,183</b>
<b>Debt Service</b>	General I & S	\$ 1,838,250
	MDUS I & S	\$ 133,425
	Utility I & S	\$ 2,299,230
	Airport I & S	\$ 38,673
	<b>Sub-Total</b>	<b>4,309,578</b>
<b>Grand Total</b>		<b>25,580,877</b>

## EXPENDITURES by CATEGORY

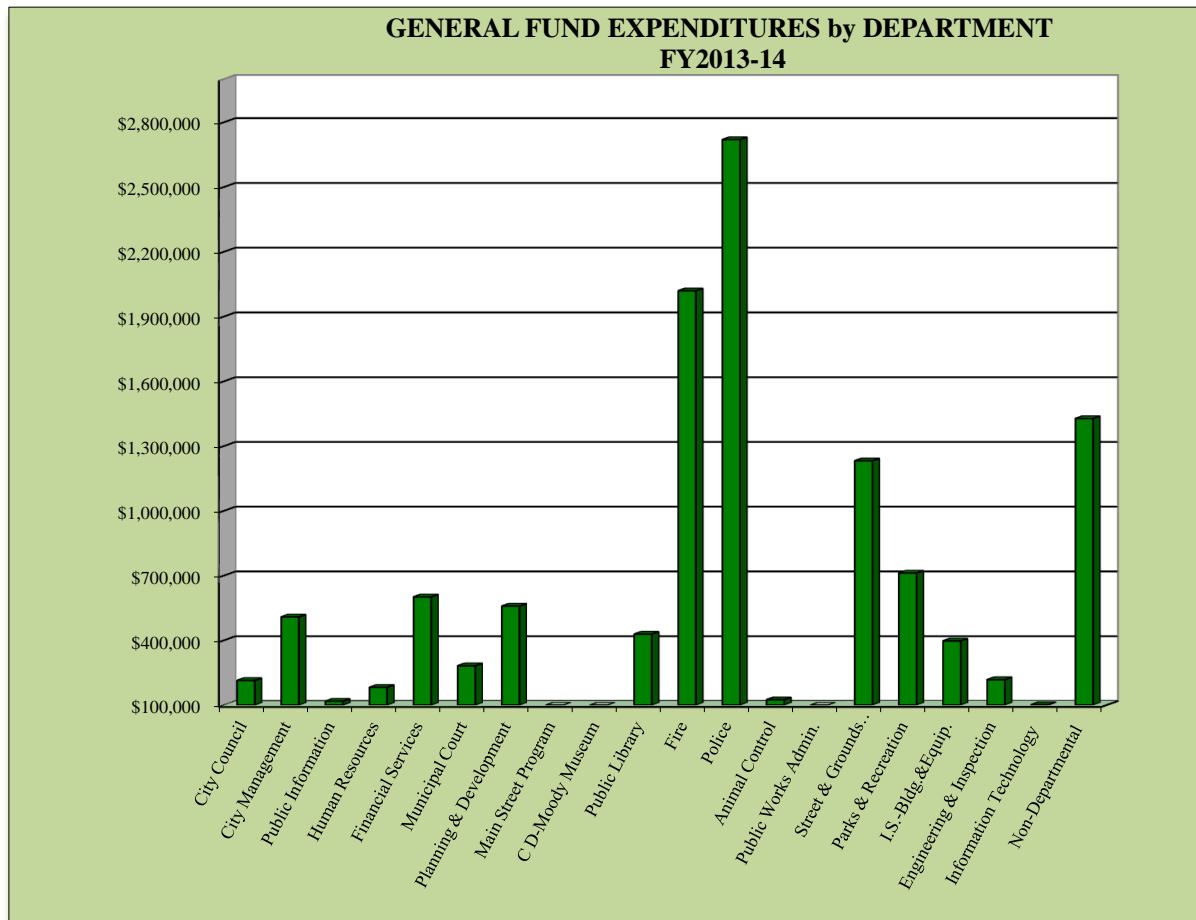


<u>Category</u>	<u>Fund</u>		<u>Adopted Budget</u>
<b>Governmental</b>	General	\$	11,911,655
	Roadway Impact	\$	-
	Library Grant & Donations	\$	6,000
	<b>Sub-Total</b>		<b>\$ 11,917,655</b>
<b>Proprietary</b>	Utility	\$	7,201,810
	Airport	\$	472,187
	Cemetery	\$	181,944
	W & WW Impact	\$	-
	<b>Sub-Total</b>		<b>\$ 7,855,941</b>
<b>Non-Major</b>	Cemetery Permanent	\$	24,025
	<b>Sub-Total</b>		<b>\$ 24,025</b>
<b>Internal Service</b>	Fleet Operating	\$	685,998
	Fleet Replacement	\$	171,485
	<b>Sub-Total</b>		<b>\$ 857,483</b>
<b>Special Revenue</b>	TIF	\$	30,000
	Hotel/Motel	\$	55,900
	TX Capital	\$	25,023
	Main Street	\$	66,023
	Cemetery Land Purchase	\$	-
	Muni Court Sec & Tech	\$	6,000
	MDUS	\$	314,275
	<b>Sub-Total</b>		<b>\$ 497,221</b>
<b>Debt Service</b>	General I & S	\$	1,904,655
	MDUS I & S	\$	133,425
	Utility I & S	\$	2,299,230
	Airport I & S	\$	38,673
	<b>Sub-Total</b>		<b>4,375,983</b>
<b>Grand Total</b>			<b>\$ 25,528,308</b>



**GENERAL FUND  
STATEMENT OF EXPENDITURE SUMMARY**

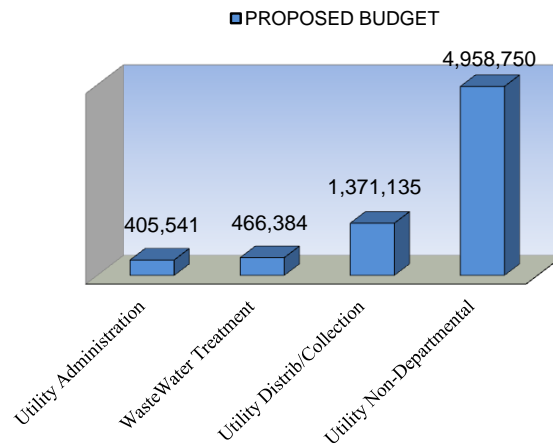
DEPARTMENT	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
500 City Council	177,928	165,764	201,573	198,030	214,254	6.3%
501 City Management	297,291	459,045	489,954	479,888	508,415	3.8%
503 Public Information	96,767	104,062	127,763	131,357	117,919	-7.7%
504 Human Resources	212,569	160,180	172,375	171,723	182,320	5.8%
512 Financial Services	431,581	408,772	425,869	579,483	601,211	41.2%
516 Municipal Court	246,162	220,835	260,044	263,453	282,228	8.5%
522 Planning & Development	431,335	453,492	423,882	508,393	558,821	31.8%
524 Main Street Program	48,313	48,936	56,524	58,135	59,697	5.6%
527 C D-Moody Museum	3,514	40,439	6,364	10,187	5,861	-7.9%
532 Public Library	410,868	392,625	414,410	411,959	428,747	3.5%
542 Fire	1,748,334	1,747,176	1,804,883	1,853,594	2,019,428	11.9%
552 Police	2,476,349	2,325,527	2,355,595	2,597,573	2,719,810	15.5%
558 Animal Control	94,595	109,141	113,628	119,266	125,063	10.1%
561 Public Works Admin.	145,162	113,573	102,222	101,839	0	-100.0%
563 Street & Grounds Maintenance	2,424,056	1,003,071	1,071,192	1,092,107	1,231,901	15.0%
565 Parks & Recreation	494,695	623,586	725,197	705,930	711,566	-1.9%
566 I.S.-Bldg.&Equip.	323,309	340,840	368,486	372,304	397,135	7.8%
573 Engineering & Inspection	207,239	186,076	200,959	201,730	217,905	8.4%
575 Information Technology	86,478	89,532	84,030	91,269	101,872	21.2%
592 Non-Departmental	1,001,711	1,438,305	1,404,939	1,906,929	1,427,502	1.6%
	<b>11,358,256</b>	<b>10,430,975</b>	<b>10,809,889</b>	<b>11,855,149</b>	<b>11,911,655</b>	<b>10.2%</b>



# UTILITY FUND SUMMARY

DEPARTMENT	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
Utility Administration	2,769,242	1,490,405	410,245	390,845	405,541	-1.1%
WasteWater Treatment	481,738	433,438	462,094	484,038	466,384	0.9%
Utility Distrib/Collection	1,223,067	1,213,314	1,343,631	1,520,693	1,371,135	2.0%
Utility Non-Departmental	2,265,891	3,731,203	5,100,530	4,706,626	4,958,750	-2.8%
	<b>6,739,938</b>	<b>6,868,361</b>	<b>7,316,500</b>	<b>7,102,202</b>	<b>7,201,810</b>	<b>-1.6%</b>

## UTILITY FUND EXPENDITURES by DEPARTMENT



## Listing of Authorized Positions

Department	Position	12-13 FTE	13-14 FTE	Department	Position	12-13 FTE	13-14 FTE
City Management	City Manager	1.0	1.0	Airport	Airport Manager	1.00	1.00
	Asst City Manager	1.0	1.0		Airport Clerk (part-time)	0.25	0.25
	Assistant to CM	1.0	1.0		<b>Total</b>	<b>1.25</b>	<b>1.25</b>
	City Clerk	1.0	1.0	Cemetery	Cemetery Clerk	1.0	1.0
	<b>Total</b>	<b>4.0</b>	<b>4.0</b>		** Cemetery Worker	0.0	1.0
Public Information	Public Information Officer	1.0	1.0		<b>Total</b>	<b>1.0</b>	<b>2.0</b>
	<b>Total</b>	<b>1.0</b>	<b>1.0</b>	Public Works Admin.	Public Works Director	1.0	0.0
					<b>Total</b>	<b>1.0</b>	<b>0.0</b>
Human Resources	HR Director/Civil Service	1.0	1.0	Street/Grounds Division	Public Works Director	0.0	1.0
	Receptionist/Clerk	1.0	0.0		* Grds/Parks Maint Superintendent [Frozen]	0.0	0.0
	*** Adminstrative Assitant	0.0	1.0		Public Works Superintendent	1.0	1.0
	<b>Total</b>	<b>2.0</b>	<b>2.0</b>		Administrative Assistant	1.0	1.0
Finance	Director of Finance	1.0	1.0		* Crew Leader II [ 1 Frozen]	1.0	1.0
	Accountant	1.0	1.0		Crew Leader I	1.0	1.0
	Payroll/Acct Specialist	1.0	1.0		* Equipment Oper III [2 Frozen]	1.0	1.0
	Account Clerk	1.0	1.0		Equipment Operator II	2.0	2.0
	<b>Total</b>	<b>4.0</b>	<b>4.0</b>		* Equipment Operator I [1 frozen]	6.0	6.0
Municipal Court	Clerk of the Court of Record	1.0	1.0		<b>Total</b>	<b>13.0</b>	<b>14.0</b>
	Senior Deputy Court Clerk	1.0	1.0	Parks Recreation Division	Recreation Superintendent	1.0	1.0
	Deputy Court Clerk	2.0	2.0		Crew Leader II	1.0	1.0
	Municipal Judge(part-time)	0.5	0.5		Community Act. Coord. [Frozen]	0.0	0.0
	<b>Total</b>	<b>4.5</b>	<b>4.5</b>		Athletic Field Tech	4.0	4.0
Planning & Dev	Community Dev Director	1.0	1.0		* Laborer [Frozen]	0.0	0.0
	* Bldg Insp/Code Officer[1 frozen]	1.0	1.0		<b>Total</b>	<b>6.0</b>	<b>6.0</b>
	Planner	1.0	1.0	Bldg. Maint Division	Director of Internal Services	1.0	1.0
	Administrative Assistant	1.0	1.0		Bldg Maint Superint.	1.0	1.0
	** Receptionist/Clerk	0.0	1.0		Custodian (Part-Time)	0.75	0.75
	Associate Planner(part-time)	0.75	0.75		Custodian	1.0	1.0
Main Street Program	<b>Total</b>	<b>4.75</b>	<b>5.75</b>		<b>Total</b>	<b>3.75</b>	<b>3.75</b>
				Engineering/Inspection	Public Works Inspector	2.0	2.0
					<b>Total</b>	<b>2.0</b>	<b>2.0</b>
Public Library	Main Street Manager	1.0	1.0	Information Tech	Inform. Tech. Specialist	1.0	1.0
	<b>Total</b>	<b>1.0</b>	<b>1.0</b>		<b>Total</b>	<b>1.0</b>	<b>1.0</b>
	Library Director	1.0	1.0	Public Utilities Administration	Utility Billing Manager	1.0	1.0
	Library Assistant	2.0	2.0		Utility Maint Worker I	1.0	1.0
	Technology Librarian	1.0	1.0		Service Technician	1.0	1.0
	Library Aide	3.0	3.0		Senior Utility Clerk	1.0	1.0
Fire	* Library Aide(part-time)[frozen]	0.0	0.0		Utility Clerk	2.0	2.0
	<b>Total</b>	<b>7.00</b>	<b>7.00</b>		<b>Total</b>	<b>6.0</b>	<b>6.0</b>
	Fire Chief/Marshall	1.0	1.0	Wastewater Treatment Plant	* WWP Operator III [Frozen]	0.0	0.0
	Assistant Fire Chief	1.0	1.0		WWP Operator II	1.0	1.0
	Fire Lieutenant	6.0	6.0		WWP Operator I	1.0	1.0
	Driver/Operator	6.0	6.0		<b>Total</b>	<b>2.0</b>	<b>2.0</b>
	Firefighter/EMT	9.0	9.0	Utility Maint	Utility Superintendent	1.0	1.0
Police	Admin Assistant	1.0	1.0		* Asst Utility Supt. [Frozen]	0.0	0.0
	<b>Total</b>	<b>24.0</b>	<b>24.0</b>		Administrative Assistant	1.0	1.0
	Police Chief	1.0	1.0		Crew Leader II	3.0	3.0
	Police Commander	2.0	2.0		Crew Leader	2.0	2.0
	Patrol Sergeant	5.0	5.0		Utility Maint Worker I	3.0	3.0
	Patrol Corporal	4.0	4.0		Utility Maint Worker II	4.0	4.0
	Police Officer	15.0	15.0		<b>Total</b>	<b>14.0</b>	<b>14.0</b>
	Communications Supervisor	1.0	1.0	Fleet Services	Fleet Services Manager	1.0	1.0
	Comm. Officer [2 Frozen]	4.0	4.0		Mechanic	1.0	1.0
	Support Services Admin.	1.0	1.0		<b>Total</b>	<b>2.0</b>	<b>2.0</b>
Animal Control	Records Supervisor	1.0	1.0	Grand Total		<b>141.50</b>	<b>143.50</b>
	Records Clerk	1.0	1.0				
	<b>Total</b>	<b>35.0</b>	<b>35.0</b>				
* 13 Frozen position for FY2013-14	Animal Control Supervisor	1.0	1.0	***Reclassified Position FY2013-14			
	ACO (Part-time)	0.25	0.25				
	<b>Total</b>	<b>1.25</b>	<b>1.25</b>				



"We will provide quality service with the highest standards of professionalism, integrity and respect. We will uphold these standards while providing an accurate, fair and cost-effective appraisal roll in compliance with the laws of the State of Texas."

## PROPERTY TAX CODE, SECTION 26.01 CERTIFICATION OF APPRAISAL ROLL

I, Alvin Lankford, Chief Appraiser for the Williamson Central Appraisal District, do solemnly swear that the total certified taxable value reflected below is that portion of the Certified Appraisal Roll of the Williamson Central Appraisal District which lists property taxable by **City of Taylor (CTA)** and constitutes the Appraisal Roll for 2013

\$734,743,082

Total Certified Taxable Value

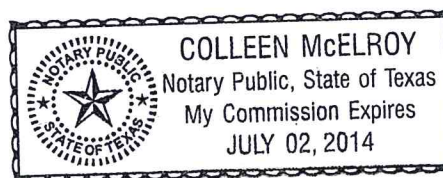
July 18, 2013  
Date

  
Chief Appraiser

Approval of the appraisal records by the Williamson Central Appraisal Review Board occurred on the 12th day of July, 2013.

On this 18th day of July, 2013, personally appeared Alvin Lankford, who having been duly sworn by me, subscribed to the foregoing certification and upon oath states that the facts contained in said certification are true.

  
NOTARY PUBLIC





**City of Taylor ( CTA )**

In order to help you complete your 2013 Property Value report, we are furnishing the following information:

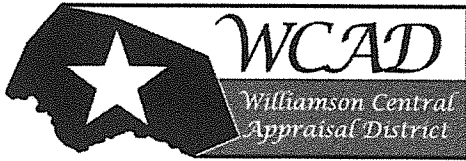
Total 2013 Taxable Value of Property Still Under ARB Review:

**\$60,053,539**

Taxpayer's Estimate of Value:

**\$36,032,123**





*"We will provide quality service with the highest standards of professionalism, integrity and respect. We will uphold these standards while providing an accurate, fair and cost-effective appraisal roll in compliance with the laws of the State of Texas."*

## TAYLOR ISD

2012 Taxable Values Lost Because Court Appeals of ARB Decision Reduced 2012 Appraised Value (as of 7/17/13):

A.	Original 2012 ARB Values:	<u>\$3,399,981</u>
B.	2012 Values Resulting from Final Court Decisions	<u>\$3,183,757</u>
C.	2012 Value Loss. Subtract B from A.	<u>\$216,224</u>

# Assessment Roll Grand Totals Report

WILLIAMSON COUNTY

Tax Year: 2013 As of: Certification

CTA - City of Taylor (ARB Approved Totals)

Number of Properties: 7473

## Land Totals

Land - Homesite	(+)	\$97,647,754		
Land - Non Homesite	(+)	\$100,036,854		
Land - Ag Market	(+)	\$41,734,413		
Land - Timber Market	(+)	\$0		
Land - Exempt Ag/Timber Market	(+)	\$0		
Total Land Market Value	(=)	\$239,419,021	(+)	\$239,419,021

## Improvement Totals

Improvements - Homesite	(+)	\$347,521,287		
Improvements - Non Homesite	(+)	\$298,339,884		
Total Improvements	(=)	\$645,861,171	(+)	\$645,861,171

## Other Totals

Personal Property (550)		\$93,532,931	(+)	\$93,532,931
Minerals (0)		\$0	(+)	\$0
Autos (0)		\$0	(+)	\$0
Total Market Value			(=)	\$978,813,123
Total Homestead Cap Adjustment (188)			(-)	\$1,385,228
Total Exempt Property (352)			(-)	\$180,696,183

## Productivity Totals

Total Productivity Market (Non Exempt)	(+)	\$41,734,413		
Ag Use (249)	(-)	\$2,373,776		
Timber Use (0)	(-)	\$0		
Total Productivity Loss	(=)	\$39,360,637	(-)	\$39,360,637
Total Assessed			(=)	\$757,371,075

## Exemptions

(HS Assd 316,290,829 )

(HS) Homestead Local (3139)	(+)	\$0		
(HS) Homestead State (3139)	(+)	\$0		
(O65) Over 65 Local (1033)	(+)	\$17,753,266		
(O65) Over 65 State (1033)	(+)	\$0		
(DP) Disabled Persons Local (148)	(+)	\$0		
(DP) Disabled Persons State (148)	(+)	\$0		
(DV) Disabled Vet (111)	(+)	\$1,106,986		
(DVX) Disabled Vet 100% (18)	(+)	\$1,801,699		
(PRO) Prorated Exempt Property (1)	(+)	\$46,035		
(PC) Pollution Control (2)	(+)	\$211,440		
(SOL) Solar (1)	(+)	\$38,500		
(FP) Freeport (1)	(+)	\$1,568,734		
(AUTO) Lease Vehicles Ex (1)	(+)	\$101,196		
(HB366) House Bill 366 (2)	(+)	\$137		
Total Exemptions	(=)	\$22,627,993	(-)	\$22,627,993
Net Taxable (Before Freeze)			(=)	\$734,743,082

# Assessment Roll Grand Totals Report

WILLIAMSON COUNTY

Tax Year: 2013 As of: Certification

CTA - City of Taylor (Under ARB Review Totals)

Number of Properties: 196

## Land Totals

Land - Homesite	(+)	\$181,533		
Land - Non Homesite	(+)	\$2,191,373		
Land - Ag Market	(+)	\$0		
Land - Timber Market	(+)	\$0		
Land - Exempt Ag/Timber Market	(+)	\$0		
Total Land Market Value	(=)	\$2,372,906	(+)	\$2,372,906

## Improvement Totals

Improvements - Homesite	(+)	\$618,809		
Improvements - Non Homesite	(+)	\$9,549,108		
Total Improvements	(=)	\$10,167,917	(+)	\$10,167,917

## Other Totals

Personal Property (169)		\$49,768,939	(+)	\$49,768,939
Minerals (0)		\$0	(+)	\$0
Autos (0)		\$0	(+)	\$0
Total Market Value			(=)	\$62,309,762
Total Homestead Cap Adjustment (1)			(-)	\$3,130
Total Exempt Property (1)			(-)	\$230

## Productivity Totals

Total Productivity Market (Non Exempt)	(+)	\$0		
Ag Use (0)	(-)	\$0		
Timber Use (0)	(-)	\$0		
Total Productivity Loss	(=)	\$0	(-)	\$0
Total Assessed			(=)	\$62,306,402

## Exemptions

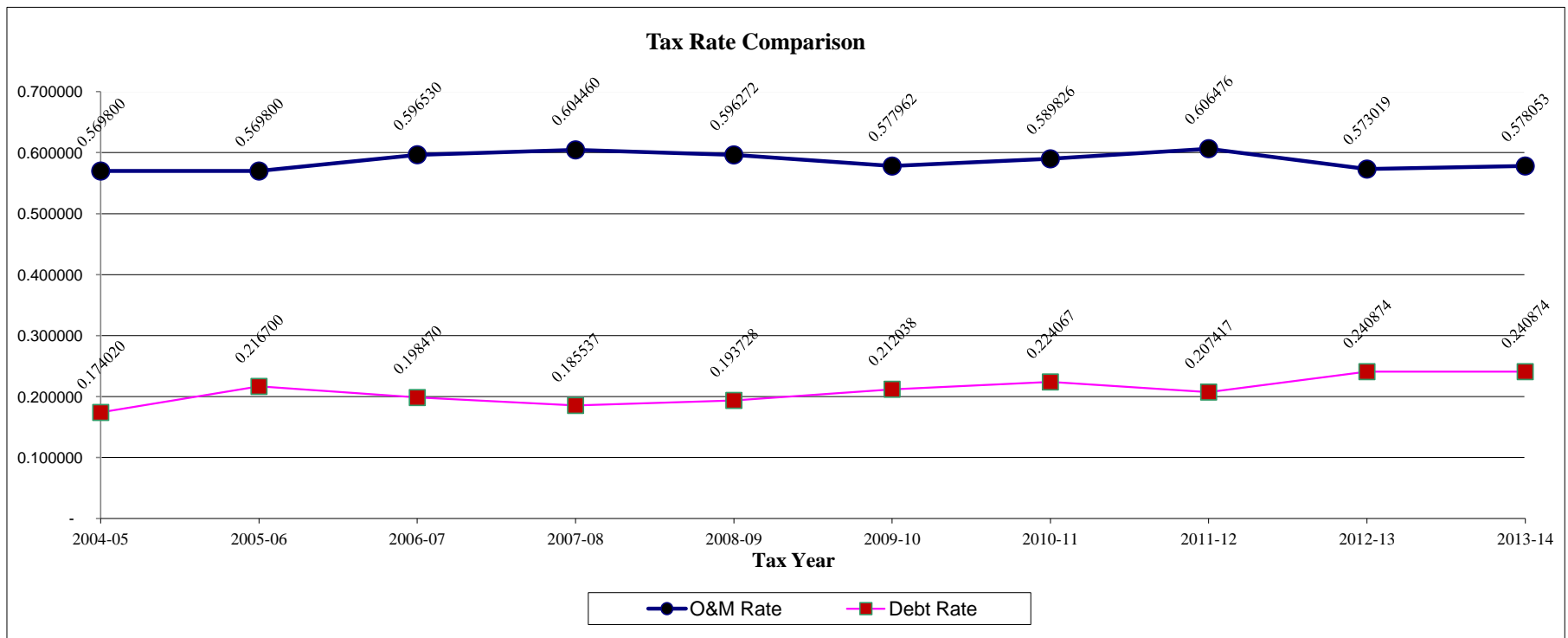
(HS Assd 227,197 )

(HS) Homestead Local (2)	(+)	\$0		
(HS) Homestead State (2)	(+)	\$0		
(O65) Over 65 Local (1)	(+)	\$17,500		
(O65) Over 65 State (1)	(+)	\$0		
(PRO) Prorated Exempt Property (1)	(+)	\$2,301		
(PC) Pollution Control (2)	(+)	\$254,217		
(AUTO) Lease Vehicles Ex (2)	(+)	\$83,806		
(FP) Freeport (1)	(+)	\$1,894,107		
(HB366) House Bill 366 (4)	(+)	\$932		
Total Exemptions	(=)	\$2,252,863	(-)	\$2,252,863
Net Taxable (Before Freeze)			(=)	\$60,053,539

## Tax Rate Comparison (10 years)

Tax Year	O&M Rate	Debt Rate	Total Rate
2004-05	0.569800	0.174020	0.743820
2005-06	0.569800	0.216700	0.786500
2006-07	0.596530	0.198470	0.795000
2007-08	0.604460	0.185537	0.789997
2008-09	0.596272	0.193728	0.790000
2009-10	0.577962	0.212038	0.790000
2010-11	0.589826	0.224067	0.813893
2011-12	0.606476	0.207417	0.813893
2012-13	0.573019	0.240874	0.813893
***** 2013-14	0.578053	0.240874	0.818927

Effective Tax Rate



## Contribution to Civic Programs

Fund: General 100

Dept: City Council 500-813 (\$80,765)

Dept: Police (\$15,000)

	06/07 Amended/Sept	07/08	08/09	Revised 08/09	09/10	10/11	Revised 10/11	11/12	12/13	13/14
813 Contributions to Civic Programs										
1 Williamson County and Cities Health Dist	\$ 29,389	\$27,025	\$ 27,580	\$ 27,580	\$ 28,359	\$ 28,962	\$ 28,962	\$ 28,991	\$ 28,991	\$ 36,000
2 Capitol Areas Rural Transit System(CARTS)	8,000	8,000	9,000	9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
3 Literacy Council Williamson County	4,500	5,000	5,000	5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
4 Literacy Council Williamson County (Moving Up Budget)			5,000	5,000						
5 Wm./Burnet Counties Opportunities Program	5,000	5,000	5,000	5,000	\$ 5,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 5,000
6 Wm. County Activity Center	3,000	5,000	0	0						
7 Combined Community Action	1,500	1,500	1,500	1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
8 County Hazardous Waste Collection Day	0	0	0	0						
9 Williamson Childrens' Advocacy Center	10,000	12,500	12,500	12,500	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
10 Taylor C-net	15,000	15,000	5,000	5,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	
11 Temple College(5yrs)	5,000	5,000	0	0		\$ -	\$ -	\$ -	\$ -	
12 CAMPO Work Program	2,000	1,000	1,000	1,000	\$ 2,000	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,265
13 Hope Alliance (Wm. Co. Crisis Center)		7,000	7,000	7,000	\$ 7,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
14 BlackLand Lights		1,000								
15 TCAT Foundation (EWHEC)			\$ 100,000	\$ 125,000	\$ 125,000	\$ -	\$ -			
16 United Seniors of Taylor			\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
17 Mission of Mercy					\$ 2,000	-	-			
18 The Shepherd's Heart										\$ 10,000
<b>Total Contributions</b>	<b>\$ 83,389</b>	<b>\$93,025</b>	<b>\$ 178,580</b>	<b>\$ 206,580</b>	<b>\$ 218,359</b>	<b>\$ 95,762</b>	<b>\$ 80,762</b>	<b>\$ 80,791</b>	<b>\$ 80,791</b>	<b>\$ 95,765</b>
Received letter requests										



# **GOVERNMENTAL FUNDS:**

General Fund

Roadway Impact

Library Grant & Donations

## GENERAL FUND REVENUES

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b><u>310-TAXES</u></b>						
111 Current Property Tax	4,277,266	4,499,983	4,358,597	4,358,597	4,457,170	
112 Delinquent Property Tax	52,942	68,970	65,000	65,000	65,000	
113 Property Tax-Penalty	58,703	51,273	38,000	38,000	38,000	
121 City Sales Tax	2,219,629	2,411,533	2,300,000	2,525,000	2,777,500	
131 Telephone	57,713	53,887	60,000	65,000	65,000	
132 Gas	95,619	89,800	97,000	90,000	90,000	
133 Mixed Beverage	6,888	2,260	2,300	2,700	2,700	
134 Electric	468,324	536,124	487,800	470,800	470,800	
135 Cable	124,868	134,771	160,830	140,000	140,000	
136 Solid Waste Collection	146,107	158,800	155,000	161,000	161,000	
137 Peg Fees	0	13,969	0	26,300	26,300	
141 Occupancy/Skill Games	330	285	285	285	285	
142 Occup.Tax/Mobile Homes	500	500	500	500	500	
<b>SUB-TOTAL</b>	<b>7,508,889</b>	<b>8,022,154</b>	<b>7,725,312</b>	<b>7,943,182</b>	<b>8,294,255</b>	<b>7.4%</b>
<b><u>320- PERMITS &amp; LICENSES</u></b>						
151 Plat/Zoning Permits	5,370	5,420	5,500	5,500	5,500	
152 Building Permit	29,809	119,778	40,000	60,000	60,000	
153 Electrical Permit	12,996	6,762	6,000	8,000	8,000	
154 Plumbing Permit	10,738	6,777	6,500	7,000	7,000	
155 Gas Permit	3,634	4,308	5,000	5,000	5,000	
156 Mechanical Permit	9,539	6,690	6,500	6,500	6,500	
162 Beer/Wines Sales License	2,685	6,020	6,000	3,600	3,600	
163 Dog Tag License	6,041	4,047	5,500	5,500	5,500	
164 Mis. Business Permit/Lic.	11,408	9,357	10,000	10,000	10,000	
<b>SUB-TOTAL</b>	<b>92,220</b>	<b>169,159</b>	<b>91,000</b>	<b>111,100</b>	<b>111,100</b>	<b>22.1%</b>
<b><u>330-INTERGOVERNMENTAL</u></b>						
218 USDA-RC&D Reimb.	4,500	0	0	0	0	
219 Other Federal Grants	218,483	2,625	0	0	0	
221 Officers Standards Grant	2,327	0	0	0	0	
229 Other State Grant	3,570	3,810	0	0	0	
232 Capital Area Planning Co.	750	0	0	750	0	
234 TEDC Contribution	14,500	0	0	0	0	
235 TISD-Police Officer Reimb.	42,605	39,257	42,000	48,000	42,000	
237 County/Local Grants	12,931	0	0	9,942	0	
238 Local Reimb/Refunds	9,986	0	0	8,258	0	
239 Other Local Contribution	64,091	0	0	7,372	0	
<b>SUB-TOTAL</b>	<b>373,743</b>	<b>45,692</b>	<b>42,000</b>	<b>74,322</b>	<b>42,000</b>	<b>0.0%</b>
<b><u>340-CHARGES FOR SERVICES</u></b>						
251 Refuse Collection Charges	1,239,879	1,255,723	1,265,000	1,265,000	1,265,000	
258 Dog Pound Fees	7,237	10,250	10,000	10,000	10,000	
261 Pool Admission	37,721	40,678	39,000	39,000	40,700	
264 Pavillion/Auditorium Rent	3,602	6,546	7,000	7,000	7,000	
265 Library Services	9,680	9,102	9,000	9,000	9,200	
266 Plan Review	1,717	1,233	1,500	1,500	1,500	
267 Engineering/Inspection	2,270	868	1,500	1,500	1,500	
268 Library Meeting Rm. Rent	975	1,650	1,500	2,000	2,000	
269 TRPSC Fees	101,034	128,697	112,000	135,000	135,000	
270 League Fees	3,325	8,788	10,000	10,000	10,000	
289 Credit Card Processing Fee	5,301	4,299	5,500	5,500	5,500	
291 Fire Inspection Fee	4,618	7,356	7,500	7,500	7,500	
292 Fire Responder Ems Fee	23,356	13,230	18,000	2,500	5,000	
293 Lien Fees	880	653	500	5,402	2,000	
295 Police Services	46,165	38,432	30,000	30,000	35,000	
<b>SUB-TOTAL</b>	<b>1,487,760</b>	<b>1,527,505</b>	<b>1,518,000</b>	<b>1,530,902</b>	<b>1,536,900</b>	<b>1.2%</b>

## GENERAL FUND REVENUES

	FY2010-11	FY2011-12	FY2012-13	FY2012-13	FY2013-14	% Change
	ACTUAL	ACTUAL	ADOPTED	PROJECTED	ADOPTED	Prior
			BUDGET		BUDGET	Year
<b><u>410-FINES &amp; FORFEITURES</u></b>						
306 Court Administration Fee	19,551	29,503	26,000	26,000	30,000	
307 Def. Driving App. Fee	4,715	540	500	3,300	3,300	
308 Dismissal Fee	5,181	770	500	6,900	6,900	
309 Judicial Fee-City	1,922	1,205	1,200	1,200	1,200	
310 Omnibase Local Fee	1,738	1,407	1,600	1,600	1,600	
311 Municipal Court Fines	254,897	171,955	200,000	200,000	210,000	
312 Child Safety Fees	20,722	(12,522)	5,200	5,200	5,200	
313 Traffic Court Fees	7,352	4,243	5,000	5,000	5,000	
314 Warrant Fees	29,235	24,835	28,000	28,000	28,000	
315 Notice/Arrest Fees	14,616	9,130	12,000	12,000	12,000	
317 Court Time Payment Fees	12,130	8,657	11,000	11,000	11,000	
318 Library Fines	6,754	7,212	7,000	7,000	7,000	
319 Seizures/Forfeitures	2,503	0	0	0	0	
320 Other Court Fees	1,603	195	0	0	0	
<b>SUB-TOTAL</b>	<b>382,919</b>	<b>247,130</b>	<b>298,000</b>	<b>307,200</b>	<b>321,200</b>	<b>7.8%</b>
<b><u>420-ASSESSMENTS</u></b>						
324 Weatherization	0	976	700	6,200	6,000	
326 Other Special Assessments	960	3,846	3,000	3,000	3,000	
327 Lot Clean Up Assessments	11,771	3,249	2,500	2,500	2,500	
328 Future Parks	0	1,794	1,790	2,200	2,000	
329 Payment of Claims	0	0	0	16,100	0	
<b>SUB-TOTAL</b>	<b>12,731</b>	<b>9,864</b>	<b>7,990</b>	<b>30,000</b>	<b>13,500</b>	<b>69.0%</b>
<b><u>430-USE OF MONEY &amp; PROPERTY</u></b>						
331 Interest Income	35,232	32,828	30,000	33,000	35,000	
333 Rental Income (Lease)	34,149	27,148	25,000	25,148	25,000	
334 Collection/General Revenue	44,214	30,080	25,000	50,000	25,000	
335 Reimbursement/Repayment	54,506	39,120	50,000	135,000	50,000	
337 Unrealized Gain/Loss Invest.	(14,584)	(12,993)	0	0	0	
<b>SUB-TOTAL</b>	<b>153,517</b>	<b>116,184</b>	<b>130,000</b>	<b>243,148</b>	<b>135,000</b>	<b>3.8%</b>
<b><u>440-DONATIONS</u></b>						
349 Other Public Safety	12,129	6,299	6,000	14,038	10,000	
353 Donations Parks	0	1,589	0	270	200	
354 Tree Replacement Donations	0	10,200	0	938	1,000	
355 Louis Ned Bequest	287,098	0	0	0	0	
359 Misc. Donations	34,056	1,530	0	50,925	1,500	
<b>SUB-TOTAL</b>	<b>333,283</b>	<b>19,617</b>	<b>6,000</b>	<b>66,171</b>	<b>12,700</b>	<b>111.7%</b>
<b><u>450-INTERFUND OPERATING TRANSFE</u></b>						
367 Transfer from MDUS	0	615,120	71,587	71,587	180,000	
370 Transfer In	9,000	0	0	0	0	
371 Transfer from Utility Fund	850,000	850,000	850,000	850,000	1,250,000	
372 Transfer from Airport Fund	30,000	30,000	30,000	30,000	15,000	
373 Transfer from Cemetery Fund	40,000	40,000	40,000	40,000	0	
<b>SUB-TOTAL</b>	<b>929,000</b>	<b>1,535,120</b>	<b>991,587</b>	<b>991,587</b>	<b>1,445,000</b>	<b>45.7%</b>
<b><u>460-PROCEEDS GEN FIXED ASSETS</u></b>						
374 Sale of Surplus Equipment	0	400	0	0	0	
375 Sales of Land	0	0	0	9,000	0	
379 Sale of Misc. Assets	577	0	0	0	0	
<b>SUB-TOTAL</b>	<b>577</b>	<b>400</b>	<b>0</b>	<b>9,000</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>11,274,639</b>	<b>11,692,824</b>	<b>10,809,889</b>	<b>11,306,612</b>	<b>11,911,655</b>	<b>10.2%</b>

# GENERAL FUND REVENUES

	FY2010-11	FY2011-12	FY2012-13	FY2012-13	FY2013-14	% Change
	ACTUAL	ACTUAL	ADOPTED	PROJECTED	ADOPTED	Prior
			BUDGET		BUDGET	Year
<b>BEGINNING FUND BALANCE</b>	3,403,675	3,073,491	4,335,340	4,335,340	3,786,803	
Increases/Decrease to Fund Bal.	(83,619)	1,261,849		(548,537)		
<b>TOTAL FUND BALANCE</b>	<b>3,320,056</b>	<b>4,335,340</b>	<b>4,335,340</b>	<b>3,786,803</b>	<b>3,786,803</b>	
Auditors Reclassification Adj.	(246,565)					
Assigned		(409,969)				
Committed		(308,762)	(308,762)	(389,482)	(389,482)	
<b>UNASSIGNED FUND BALANCE</b>	<b>3,073,491</b>	<b>3,616,609</b>	<b>4,026,578</b>	<b>3,397,321</b>	<b>3,397,321</b>	

**GENERAL FUND EXPENDITURE DETAIL**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	4,757,777	4,551,421	4,693,394	4,699,215	5,111,603	
114 Overtime	131,763	179,060	132,915	173,743	181,792	
115 Longevity Pay	46,744	43,212	45,204	43,088	46,488	
116 Regular Part Time	93,292	78,614	79,685	62,724	83,699	
117 Temporary/Seasonal	13,500	13,406	13,997	25,807	27,840	
118 Insurance Allowance	12,730	13,245	12,900	12,900	12,900	
<b>SUB-TOTAL</b>	<b>5,055,806</b>	<b>4,878,958</b>	<b>4,978,095</b>	<b>5,017,477</b>	<b>5,464,322</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	370,791	359,044	382,293	385,994	418,446	
122 Workers Compensation	96,619	83,797	91,323	90,997	84,984	
123 State Unemployment Tax	8,743	31,557	9,837	1,088	31,713	
124 TMRS	674,454	619,601	636,633	641,378	703,945	
126 Health Insurance	443,638	458,750	542,112	529,653	664,159	
127 Dental Insurance	22,470	23,224	26,618	24,605	27,932	
128 Long Term Disability	19,371	12,387	14,201	14,212	15,416	
<b>SUB-TOTAL</b>	<b>1,636,086</b>	<b>1,588,360</b>	<b>1,703,017</b>	<b>1,687,927</b>	<b>1,946,595</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	22,249	35,800	32,459	38,059	39,839	
132 Uniforms Rental	5,363	5,314	6,146	6,146	6,146	
133 Business Transportation	0	16	200	50	70	
135 Business Meals	2,250	1,873	2,335	2,135	2,585	
<b>SUB-TOTAL</b>	<b>29,862</b>	<b>43,003</b>	<b>41,140</b>	<b>46,390</b>	<b>48,640</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	10,387	21,045	19,010	22,235	24,353	
142 Professional Conferences	3,597	10,107	11,720	10,696	13,525	
143 Membership/Dues	16,382	13,772	19,801	20,383	21,550	
144 Subscriptions & Books	8,140	7,725	17,495	17,218	18,984	
145 Tuition	0	0	600	1,175	775	
146 Training-Transportation	2,967	4,540	8,386	8,469	8,532	
147 Training-Lodging	4,122	9,541	19,670	18,489	19,595	
148 Training-Meals	1,628	3,272	7,309	7,603	8,416	
<b>SUB-TOTAL</b>	<b>47,223</b>	<b>70,003</b>	<b>103,991</b>	<b>106,268</b>	<b>115,730</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>6,768,977</b>	<b>6,580,324</b>	<b>6,826,243</b>	<b>6,858,062</b>	<b>7,575,287</b>	<b>11.0%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	41,898	42,868	44,123	44,999	47,293	
213 Photographic Supplies	0	1,078	1,440	390	540	
214 Computer Supplies	6,908	8,816	9,580	9,217	9,200	
215 Postage	11,146	9,789	13,040	11,711	18,600	
217 Office Security	923	6,269	1,555	2,247	3,649	
219 Misc. Occasion	212	473	550	550	550	
<b>SUB-TOTAL</b>	<b>61,087</b>	<b>69,294</b>	<b>70,288</b>	<b>69,114</b>	<b>79,832</b>	
<b>CONSTRUCTION SUPPLIES</b>						
221 Street Repair Materials	34,188	37,464	63,355	63,355	60,000	
222 Striping & Street Signs	9,704	14,182	16,420	16,420	16,420	
223 Building Materials	1,194	1,046	1,000	1,500	1,500	
225 Sand & Gravel	8,555	14,511	21,450	18,000	16,000	
226 Misc. Hardware	2,120	2,281	3,192	3,392	3,192	
<b>SUB-TOTAL</b>	<b>55,761</b>	<b>69,483</b>	<b>105,417</b>	<b>102,667</b>	<b>97,112</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
231 Elections	4,998	3,761	20,000	20,000	20,000	
232 Food/Meals	1,877	6,329	11,655	12,588	13,675	
233 City Sponsored Events	4,435	2,915	13,900	13,086	12,900	
235 Promotional Supplies	0	109	3,080	3,080	1,080	
236 Misc. Occassions	8,879	7,182	8,760	10,070	9,760	
237 Training Supplies	0	0	100	95	110	
<b>SUB-TOTAL</b>	<b>20,189</b>	<b>20,296</b>	<b>57,495</b>	<b>58,919</b>	<b>57,525</b>	

**GENERAL FUND EXPENDITURE DETAIL**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>PUBLIC SAFETY SUPPLIES</b>						
241 Reference Books	304	1,037	1,000	1,000	1,000	
242 Fire Arms Supplies	2,596	4,003	6,000	6,000	7,079	
243 Investigation Supplies	1,851	2,293	2,350	2,350	1,500	
247 Turnout Protective Gear	12,415	16,133	17,576	17,800	17,950	
248 House Supplies	665	689	400	300	450	
249 Fire Prevention Supplies	2,976	2,925	3,800	3,800	4,175	
<b>SUB-TOTAL</b>	<b>20,807</b>	<b>27,080</b>	<b>31,126</b>	<b>31,250</b>	<b>32,154</b>	
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	2,603	5,594	6,580	6,580	6,830	
253 Chemicals	34,365	27,995	32,868	32,484	30,444	
254 Botanical /Landscape	5,270	8,013	7,800	7,800	13,335	
255 Recreational/Sport Equip.	12,255	12,349	8,100	7,600	7,100	
256 Minor Tools/Instruments	11,346	21,573	16,410	15,340	18,210	
259 Misc. Supplies	26,822	31,637	27,983	33,828	28,310	
<b>SUB-TOTAL</b>	<b>92,661</b>	<b>107,160</b>	<b>99,741</b>	<b>103,632</b>	<b>104,229</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	1,296	745	1,500	1,600	14,330	
262 Communication Equip.	180	298	890	3,360	5,543	
263 Photographic Equipment	0	0	0	415	0	
264 Computer Accessories	395	1,886	1,295	5,979	1,250	
265 Instruments/Apparatus	11,736	8,414	11,490	21,148	17,995	
266 General Electronic Equip	209	268	0	0	0	
267 Computers	6,847	10,425	1,800	55,793	7,400	
269 Other Office Equipment	3,994	165	1,020	5,719	11,936	
271 Ground Keeping Equip	2,346	3,732	5,539	5,539	5,939	
272 Street Maint. Equipment	1,204	1,224	1,270	1,270	1,270	
277 Sports Equipment	738	3,339	3,370	3,370	10,370	
278 Animal Control Devices	850	884	900	5,900	900	
279 Other Operational Equip.	6,140	2,532	6,540	6,571	3,305	
<b>SUB-TOTAL</b>	<b>35,935</b>	<b>33,911</b>	<b>35,614</b>	<b>116,664</b>	<b>80,238</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>286,441</b>	<b>327,224</b>	<b>399,681</b>	<b>482,246</b>	<b>451,090</b>	<b>12.9%</b>
<b>FACILITY RENTAL</b>						
311 Long Term Rental	14,768	23,729	1,899	1,899	1,899	
312 Annual Lease	840	420	840	710	840	
313 Short Term Rental	5,470	3,310	5,660	5,660	4,667	
<b>SUB-TOTAL</b>	<b>21,078</b>	<b>27,458</b>	<b>8,399</b>	<b>8,269</b>	<b>7,406</b>	
<b>UTILITIES</b>						
321 Light & Power	381,248	233,848	283,587	238,685	239,230	
322 Natural Gas/Propane	8,094	7,300	11,725	9,930	7,525	
323 Truck Telephone System	50,075	47,121	49,865	55,270	56,150	
324 Cell Phones	18,197	24,497	21,040	25,990	28,674	
325 Pagers	1,533	729	0	250	192	
326 Wireless Data Services	6,151	5,634	11,428	11,428	13,252	
<b>SUB-TOTAL</b>	<b>465,298</b>	<b>319,130</b>	<b>377,645</b>	<b>341,553</b>	<b>345,023</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
349 Misc. Repairs/Maint.	93,099	144,445	103,150	123,150	99,200	
<b>SUB-TOTAL</b>	<b>93,099</b>	<b>144,445</b>	<b>103,150</b>	<b>123,150</b>	<b>99,200</b>	
<b>JANITORIAL SUPPLIES/SVC</b>						
352 Cleaning Supplies	19,062	21,869	23,885	24,685	25,700	
<b>SUB-TOTAL</b>	<b>19,062</b>	<b>21,869</b>	<b>23,885</b>	<b>24,685</b>	<b>25,700</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>598,537</b>	<b>512,903</b>	<b>513,079</b>	<b>497,657</b>	<b>477,329</b>	<b>-7.0%</b>

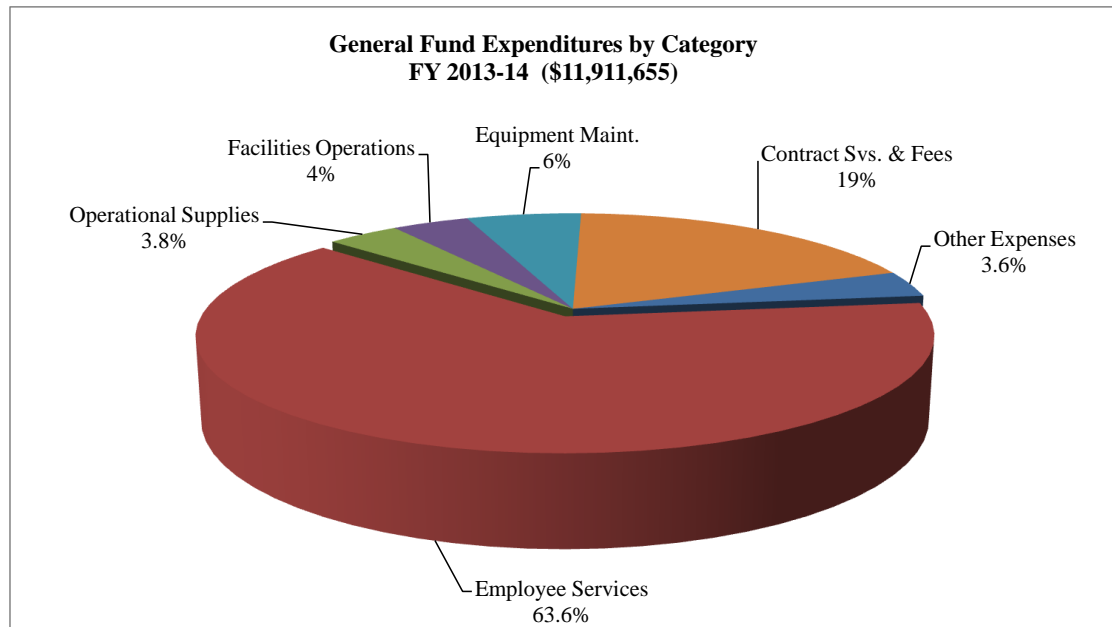
**GENERAL FUND EXPENDITURE DETAIL**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>EQUIPMENT RENTAL</b>						
412 Light Equipment Rental	52,924	75,288	46,905	47,905	44,854	
414 Motor Vehicle Rental	291,018	274,818	285,291	298,357	304,066	
415 Trucks, Heavy Equip. Rent	155,962	165,154	154,086	156,086	171,373	
416 Light Equipment Rental/Ext	0	238	0	0	2,500	
418 Trucks, Hvy. Equip. Ext	0	20	3,120	3,120	3,120	
419 Replacement Fund Contrib.	0	0	102,045	302,177	171,485	
<b>SUB-TOTAL</b>	<b>499,904</b>	<b>515,518</b>	<b>591,447</b>	<b>807,645</b>	<b>697,398</b>	
<b>FIXED EQUIPMENT MAINT.</b>						
436 Other Equip Maint/Repair	1,081	0	0	0	0	
<b>SUB-TOTAL</b>	<b>1,081</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>OFFICE EQUIPMENT</b>						
461 Office Equipment Rental	1,850	1,850	1,850	1,850	2,210	
462 Office Equip. Maint/Repair	7,255	6,762	8,660	11,880	9,015	
<b>SUB-TOTAL</b>	<b>9,105</b>	<b>8,612</b>	<b>10,510</b>	<b>13,730</b>	<b>11,225</b>	
<b>TOTAL EQUIP OPERATIONS/MT.</b>	<b>510,090</b>	<b>524,130</b>	<b>601,957</b>	<b>821,375</b>	<b>708,623</b>	<b>17.7%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
511 Legal Services	104,865	109,980	105,000	104,500	100,000	
512 Engineering Services	57,236	29,675	38,200	38,070	43,200	
513 Audit Services	49,500	53,200	49,000	49,500	35,500	
514 Medical Services	2,941	6,532	7,500	7,500	7,500	
515 Veterinarian Services	6,074	7,244	7,500	7,500	7,500	
518 Warrants	0	150	0	0	0	
519 Other Professional Svcs.	36,369	2,794	18,000	22,774	7,750	
521 County Recording Fees	4,250	1,500	4,500	3,078	2,700	
522 Insurance and Bonds	38,259	39,036	38,000	40,000	39,902	
523 Outside Printing	18,305	18,506	26,450	24,702	26,032	
524 Laundry & Cleaning	490	170	300	300	400	
526 Testing/Cert. Permit	15,657	9,478	18,880	16,403	17,487	
527 Delivery, Courier Svc.	545	499	350	655	600	
528 Advertising	10,896	7,383	12,300	9,650	9,675	
529 Elections/Judge/Jury Svcs.	180	216	400	400	400	
531 Trash Collection Services	1,225,542	1,263,805	1,262,379	1,282,379	1,278,379	
532 Software Maint./License	40,706	43,733	53,131	68,654	65,430	
533 CAD Entity Fee	49,961	49,330	50,240	50,240	50,240	
536 Extended Warranty-Maint	3,007	3,398	4,000	3,877	1,700	
537 Bank Charges	909	411	390	691	690	
538 County Tax Collect Fee	1,748	1,992	2,150	2,140	2,200	
539 Other Contract Services	418,073	530,386	504,704	610,465	562,616	
543 Credit Card Fees	5,507	4,254	5,500	5,500	5,500	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>2,091,020</b>	<b>2,183,673</b>	<b>2,208,874</b>	<b>2,348,978</b>	<b>2,265,401</b>	<b>2.6%</b>
<b>BAD DEBT</b>						
651 Bad Debt Expense	2,880	4,416	5,100	5,100	5,100	
<b>TOTAL BAD DEBT</b>	<b>2,880</b>	<b>4,416</b>	<b>5,100</b>	<b>5,100</b>	<b>5,100</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>						
712 Communication Equip.	0	28,464	9,025	5,633	0	
718 Library Books	43,513	43,741	42,000	42,000	43,000	
719 Other Capital Outlay	286,074	0	0	0	10,000	
741 Land	48,254	0	0	0	0	
745 Contributions by Developers	0	72,205	0	0	0	
746 Construction Imp - Grants	0	0	0	80,866	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>377,841</b>	<b>72,205</b>	<b>51,025</b>	<b>128,499</b>	<b>53,000</b>	<b>3.9%</b>



# GENERAL FUND EXPENDITURE DETAIL

	FY2010-11	FY2011-12	FY2012-13	FY2012-13	FY2013-14	% Change
	ACTUAL	ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED BUDGET	Prior Year
CONTRIBUTIONS/TRANSFERS						
813 Contributions to Civic Prog.	78,762	57,291	65,791	65,791	80,765	
815 InterFund Transfer Out	555,120	60,618	0	1,006	14,600	
816 Sales Tax Rebate	14,805	9,047	11,800	38,540	39,350	
817 Property Tax Rbate	0	0	0	133,181	138,710	
819 Other Contributions	0	15,000	15,000	375,000	15,000	
820 Civil Service SL Transfer	10,612	21,604	0	0	0	
<b>SUB-TOTAL</b>	<b>659,299</b>	<b>163,560</b>	<b>92,591</b>	<b>613,518</b>	<b>288,425</b>	
CONTINGENCY RESERVES/CLAIMS						
831 Contingency Reserves	0	0	48,739	0	25,000	
832 Payment of Claims	655	0	0	0	0	
833 Payment of Refunds	116	141	200	37,314	0	
<b>SUB-TOTAL</b>	<b>771</b>	<b>141</b>	<b>48,939</b>	<b>37,314</b>	<b>25,000</b>	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>660,070</b>	<b>163,701</b>	<b>141,530</b>	<b>650,832</b>	<b>313,425</b>	<b>121.5%</b>
SHORT TERM DEBT/CAPITAL LEASE						
913 Capital Lease Short Term	52,539	54,378	56,281	56,281	58,251	
914 Cap. Lease Short Term-Int.	9,861	8,022	6,119	6,119	4,149	
<b>TOTAL SHORT TERM DEBT</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>11,358,256</b>	<b>10,430,975</b>	<b>10,809,889</b>	<b>11,855,149</b>	<b>11,911,655</b>	<b>10.2%</b>



## CITY COUNCIL

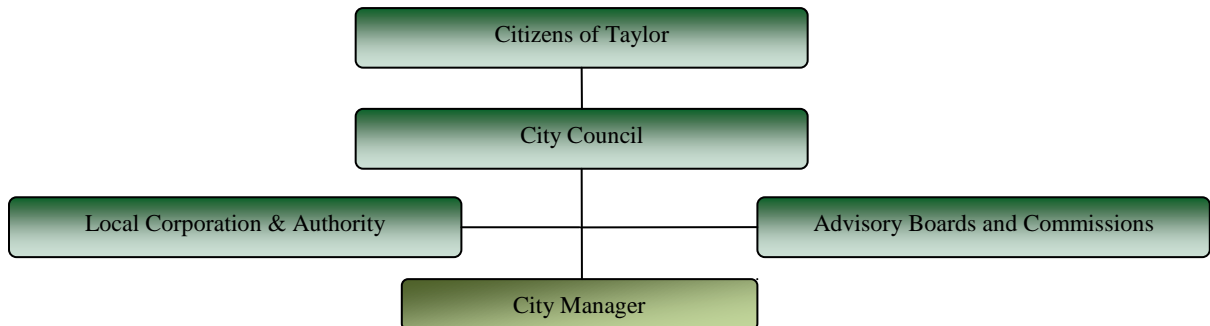
### Department Description

The City of Taylor is a home rule city which operates under a Council-Manager form of government. Policy-making and legislative authority are vested in the City Council consisting of the Mayor and four Council members. Responsibilities of the City Council include:

- Adopting the annual budget and general objectives for the City program activities and service levels.
- Establishing utility and solid waste collection rates and city fees for services.
- Reviewing and adopting ordinances and resolutions.
- Approving capital improvement projects and contracts as prescribed by the City Charter and State law.
- Establishing goals and policies to improve the quality of life of the citizens of Taylor.
- Appointing members to boards, commissions and committees.
- Hiring the City Manager, City Attorney and Judge of the Municipal Court of Record.

Council members serve staggered three year terms. Four of the Council members are elected by single member districts with the remaining council member being elected at-large. After each election, the five members of the Council select from themselves a Mayor and a Mayor Pro Tem to serve a one year term.

### Department Organizational Chart



## **Mission Statement**

The City of Taylor provides a full range of services to its citizens. The primary objective of City government is to provide services to the citizens of Taylor at the lowest reasonable cost. The City Council further refined this objective into the following mission statement:

“To be a productive, fiscally responsible organization that takes proactive steps to ensure economic growth and the safety, well being, and success of Taylor residents and the growth of business. Our Vision for Taylor is a vibrant and diverse community that provides residents the best lifestyle Texas has to offer.”

## **FY2012-13 Accomplishments**

- Received street inventory to assist in determining future funding for maintenance program.
- Negotiated agreements to secure new businesses in Taylor
- Completed and planned for continued improvements in drainage issues including culverts on Mallard Lane and Holly Springs
- Appointed Charter Review Committee and developed list of possible charter amendments
- Approved enhanced transparency initiatives including with establishment of Facebook page.
- Completed rebuild of Second Street and Sloan Street.

## **Progress On 2012/13 Objectives**

- Invest in infrastructure to support the growth of business and enhance the quality of life of its citizens.
- Continue to offer a business friendly environment and support the attraction of new jobs and investment.
- Continue to develop a vibrant, inviting community.
- Continue to improve parks and recreational facilities so that they are fun, attractive amenities for citizens and visitors.
- Provide a safe and healthy community for Taylor’s citizens.
- Continue to operate as a progressive and fiscally responsible organization.

## **FY 2013/2014 Goals and Objectives**

- Develop a plan for street rehabilitation and an ongoing sustainable maintenance plan
- Conduct an election to amend the city charter
- Continue to provide transparency of local government activities
- Continue to expand communication and cooperative efforts with local, county, state and federal organizations
- Ensure financial stability of the city

<b>PERFORMANCE MEASURES</b>	<b>FY2010-11 ACTUAL</b>	<b>FY 2011-12 ACTUAL</b>	<b>FY 2012-13 PROJECTED</b>	<b>FY2013-14 TARGET</b>
<b>OUTPUTS:</b>				
Ordinances introduced	31	31	35	35
Proclamations presented	14	14	12	12
Council Meetings posted	32	35	35	35
Boards and Commissions reviewed	13	13	13	13
<b>EFFECTIVENESS:</b>				
Board appointments made	36	35	35	35
<b>EFFICIENCIES:</b>				
% Ordinances introduced and approved	100%	90%	100%	100%
% Council meetings held	100%	100%	100%	100%
% Board appointments confirmed	100%	100%	100%	100%

**CITY COUNCIL**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
117 Temporary/Seasonal	1,200	1,200	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	0	0	0	0	92	
122 Workers Compensation	204	716	907	907	910	
<b>SUB-TOTAL</b>	<b>204</b>	<b>716</b>	<b>907</b>	<b>907</b>	<b>1,002</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	0	107	0	107	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>107</b>	<b>0</b>	<b>107</b>	<b>0</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	0	345	225	200	225	
142 Professional Conferences	520	1,860	2,200	1,500	2,200	
143 Membership/Dues	305	2,829	4,700	5,200	4,700	
144 Subscriptions & Books	0	0	7,600	7,600	7,600	
146 Training-Transportation	317	771	1,400	1,000	1,100	
147 Training-Lodging	776	1,361	3,200	2,000	500	
148 Training-Meals	228	567	1,300	1,000	1,300	
<b>SUB-TOTAL</b>	<b>2,146</b>	<b>7,733</b>	<b>20,625</b>	<b>18,500</b>	<b>17,625</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>3,550</b>	<b>9,755</b>	<b>22,732</b>	<b>20,714</b>	<b>19,827</b>	<b>-12.8%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	0	54	1,300	500	550	
214 Computer supplies	0	0	250	300	400	
215 Postage	0	0	150	100	7,100	
<b>SUB-TOTAL</b>	<b>0</b>	<b>54</b>	<b>1,700</b>	<b>900</b>	<b>8,050</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
231 Elections	4,998	3,761	20,000	20,000	20,000	
232 Food/Meals	660	438	1,000	700	1,000	
233 City Sponsored Events	1,286	296	1,500	1,200	1,500	
<b>SUB-TOTAL</b>	<b>6,944</b>	<b>4,495</b>	<b>22,500</b>	<b>21,900</b>	<b>22,500</b>	
<b>OPERATIONAL EQUIPMENT</b>						
259 Misc. Supplies	1,220	356	1,500	1,000	1,000	
264 Computer Accessories	223	236	500	500	500	
267 Computers	536	0	0	2,225	1,000	
<b>SUB-TOTAL</b>	<b>1,979</b>	<b>592</b>	<b>2,000</b>	<b>3,725</b>	<b>2,500</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>8,924</b>	<b>5,142</b>	<b>26,200</b>	<b>26,525</b>	<b>33,050</b>	<b>26.1%</b>
<b>UTILITIES</b>						
324 Cell Phones	150	879	1,000	1,500	1,512	
<b>TOTAL FACILITIES OPERATION</b>	<b>150</b>	<b>879</b>	<b>1,000</b>	<b>1,500</b>	<b>1,512</b>	<b>51.2%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
511 Legal Services	86,446	92,426	80,000	79,500	75,000	
519 Other Professional Services	0	0	0	500	750	
521 County Recording Fees	0	0	500	500	500	
523 Outside Printing	96	271	1,000	1,000	2,000	
528 Advertising	0	0	4,350	2,000	850	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>86,542</b>	<b>92,697</b>	<b>85,850</b>	<b>83,500</b>	<b>79,100</b>	<b>-7.9%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
813 Contributions to Civic Prog.	78,762	57,291	65,791	65,791	80,765	
<b>TOTAL CONTRIBUTION/TRSF</b>	<b>78,762</b>	<b>57,291</b>	<b>65,791</b>	<b>65,791</b>	<b>80,765</b>	<b>22.8%</b>
<b>GRAND TOTALS</b>	<b>177,928</b>	<b>165,764</b>	<b>201,573</b>	<b>198,030</b>	<b>214,254</b>	<b>6.3%</b>

## **CITY MANAGEMENT DEPARTMENT**

### **DEPARTMENT DESCRIPTION**

The **City Manager** provides the general administration of the City while executing the policies and objectives formulated by the City Council. As the Chief Executive Officer, the City Manager is directly responsible to the City Council. His primary charge is the day-to-day operation of the City through the coordination of all City Department activities and functions that include:

1. Ensure responsible organizational and fiscal management of the City.
2. Effectively implement and administer the goals and policies established by the City Council.
3. Advise City Council on reliable methods of responding to community needs.

The **Assistant City Manager** provides assistance to the City Manager in planning and management of City programs, departments, and services. This position also has the responsibility to:

1. Assist in the implementation of policies established by the City Council and City Manager.
2. Direct City Departments as assigned by the City Manager.
3. Improve the quality and accountability of all city operations.
4. Ensure departments are providing effective, efficient and friendly customer service.
5. Serves as Acting City Manager in the absence of the City Manager.

The **Assistant to the City Manager** provides additional support to the City Manager in general administrative activities and operations of the City.

1. Relate directives from the City Manager to staff as instructed.
2. Provide complex responsible, confidential and administrative support to the City Manager, Assistant City manager in the overall administration of City operations.
3. Provides full coordination of all activities of the office of the City manager.
4. Provides and coordinates input to the City Manager on all matters.
5. Support the public in person or by phone.
6. Coordinate programs, events or conferences by arranging for facilities and caterer, issuing information or invitations.
7. Administer the City Management budget.
8. Imparts information, responds to inquiries, receives complaints and resolves problems.
9. Act as a technical resource on more difficult administrative support problems or specialized issues; monitor quality and timeliness of unit work.
10. Provide backup assistance to Human Resources Director.
11. Serves as Deputy City Clerk in the absence of the City Clerk.

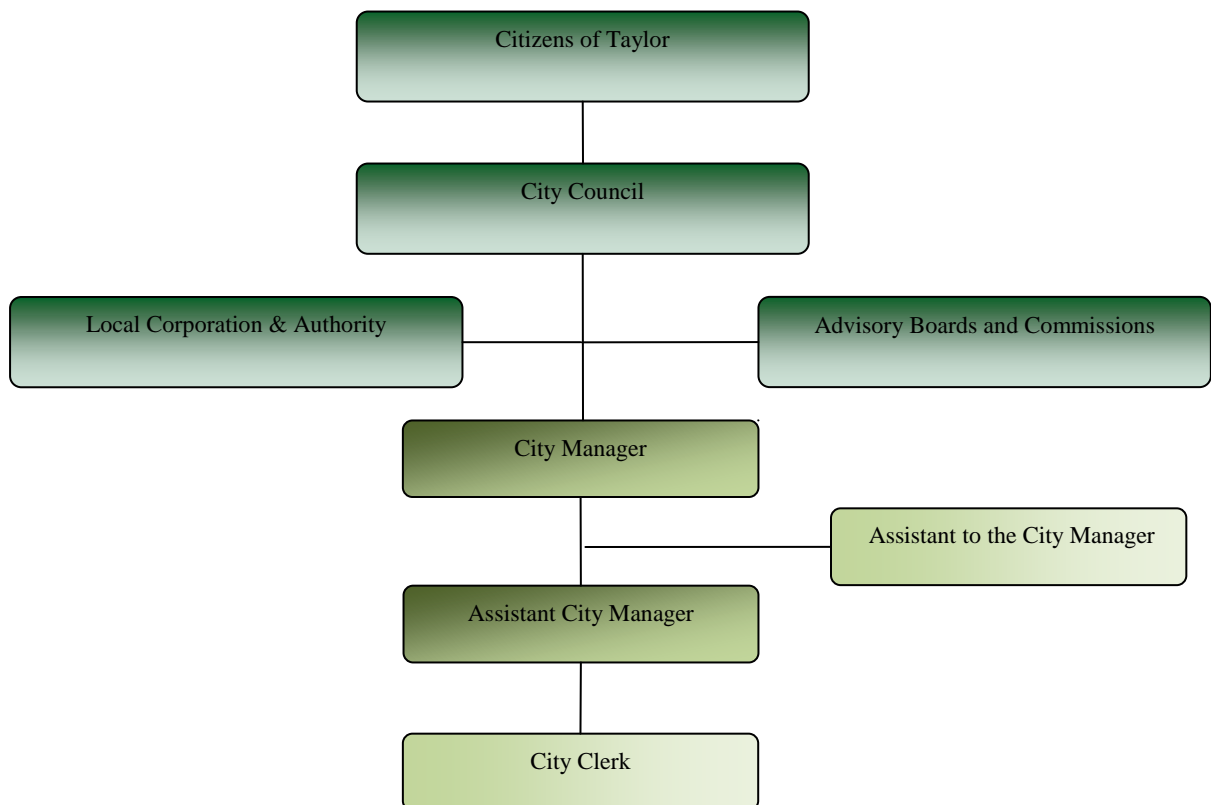
The **City Clerk** is appointed by the City Manager and works closely with the City Manager and the City Council. In general, this position is responsible for maintaining city records, and all clerical matters related to the City Council including:

1. Attend all meetings of the Council.
2. Prepare Council agendas, and minutes of all Council meetings.
3. Serve as the Chief Election Official for all regular and special municipal elections in compliance with the Texas Election Code.
4. Serve as the designated Records Management and Public Information Officer.
5. Coordinate the appointment process for City Boards and Commissions.
6. Codify all City Ordinances.
7. Process Open Records requests for public information.
8. Issue city liquor licenses.
9. Provide clerical support to the City Council.
10. Provide regular updates and access to public documents on the City's website.

The **City Attorney** provides legal counsel and advice to the Mayor and City Council and City Manager in matters related to City business or City policy. This position is a contract for services that include:

1. All actions in the Municipal Court of Record.
2. Serve as the City's legal advisor and represent the City in litigation.
3. Keep current on recent developments in municipal law.
4. Draft and prepare contracts, resolutions, ordinances and other legal documents as needed.
5. Attend City Council meetings as needed.

### **City Management Organizational Chart**





## **Mission Statement**

To provide for the long term financial stability, integrity and accountability of City resources through sound fiscal and operational practices while ensuring the highest possible quality of life.

## **FY2012-13 Accomplishments**

- Completed redesign of city website.
- Completed redistricting process for city council election precincts.
- Promoted access to council meetings on city website both live and videotaped.
- Assisted various departments and organizations by providing public education on city events and council actions through timely and accurate posting information on the website.
- Improved access to City Code of Ordinances through regular updated internet access.
- Provided information and staff support to Council members in a timely manner as needed.
- Oversee and coordinate service with shredding company for multiple departments.
- Attend graduation ceremony for Texas Municipal Clerk Certification program.

## **PROGRESS ON FY2012/13 OBJECTIVES**

- Continue to improve the quality and effectiveness of city services through communication efforts including enhancing the City website.
- Continue to advertise and recruit board volunteers in a variety of methods.

## **FY 2013/2014 GOALS AND OBJECTIVES**

- Provide information and staff support to Council in timely manner.
- Seek out “best practices” for enhancing city website.
- Respond to public information requests in professional, courteous, and timely manner.

## **Position Control- Listing of Authorized Positions**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Adopted	2012- 13	2013- 14	Difference	
#101	City Manager	#01	F	Sal.	Unclassified	Exempt	Exempt	1.00	1.00	0.00	
#245	Assistant to the City Manager	#01	F	Sal.	Exec. Pay Plan	E-2	E-2	1.00	1.00	0.00	
#213	City Clerk	#01	F	Sal.	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00	
#102	Assistant City Manager	#01	F	Sal.	Unclassified	Exempt	Exempt	1.00	1.00	0.00	
* F = Full Time    PPT = Permanent Part time								Total	4.00	4.00	0.00

## **PERFORMANCE MEASURES**

<b>PERFORMANCE MEASURES</b>	<b>FY2010-11 ACTUAL</b>	<b>FY 2011-12 ACTUAL</b>	<b>FY 2012- 13 PROJECT</b>	<b>FY2013- 14 TARGET</b>
<b>OUTPUTS</b>				
Attend and prepare materials for Council Meetings	31	36	30	33
Public information requests received	37	53	68	45
Codify all City Ordinances	34	30	35	45
<b>EFFICIENCIES</b>				
Full-Time Employees per 1,000 population	9.1	9.1	9.3	8.8
Operating Budget (General Fund) \$ per capita	\$576	\$687	\$742	\$752
Number of people subscribers to city events	-	283	287	300
Number of pgs provided in open records requests	372	400	400	400
Cost to codify ordinances through MuniCode	\$2,935	\$2,604	\$3,300	\$3,500
<b>EFFECTIVENESS</b>				
Regular and Special Council meetings held	100%	100%	100%	100%
Responded to open records request within 10 days	100%	100%	100%	100%
Ordinances codified	100%	100%	100%	100%

**CITY MANAGEMENT**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	175,702	310,904	319,881	319,881	335,575	
114 Overtime	133	3,208	0	0	0	
115 Longevity Pay	624	1,776	1,968	1,968	2,160	
117 Temporary/Seasonal	0	0	0	0	0	
118 Insurance Allowance	1,210	254	0	0	0	
<b>SUB-TOTAL</b>	<b>177,669</b>	<b>316,142</b>	<b>321,849</b>	<b>321,849</b>	<b>337,735</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	12,800	23,439	24,693	24,693	25,912	
122 Workers Compensation	524	772	933	933	827	
123 State Unemployment Tax	144	1,044	342	36	1,062	
124 TMRS	23,821	40,540	41,494	41,494	44,100	
126 Health Insurance	5,124	21,542	23,723	23,723	29,609	
127 Dental Insurance	212	1,112	1,212	1,184	1,371	
128 Long Term Disability	712	829	942	942	989	
<b>SUB-TOTAL</b>	<b>43,337</b>	<b>89,277</b>	<b>93,339</b>	<b>93,005</b>	<b>103,870</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	0	32	500	500	500	
133 Business Transportation	0	0	0	0	0	
135 Business Meals	1,470	1,166	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>1,470</b>	<b>1,198</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	630	930	985	985	985	
142 Professional Conferences	670	4,185	4,025	4,025	4,025	
143 Membership/Dues	7,415	1,935	2,965	2,965	3,000	
144 Subscriptions & Books	3,970	2,951	5,040	5,040	3,500	
146 Training-Transportation	889	1,465	2,785	2,785	2,690	
147 Training-Lodging	1,319	3,315	5,515	5,515	5,515	
148 Training-Meals	273	544	1,961	1,961	1,850	
<b>SUB-TOTAL</b>	<b>15,166</b>	<b>15,324</b>	<b>23,276</b>	<b>23,276</b>	<b>21,565</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>237,642</b>	<b>421,941</b>	<b>440,164</b>	<b>439,830</b>	<b>464,870</b>	<b>5.6%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	2,117	2,921	3,645	3,645	5,645	
214 Computer Supplies	0	2,606	1,780	1,780	0	
215 Postage	438	452	700	700	700	
219 Misc. Occasion	212	473	500	500	500	
<b>SUB-TOTAL</b>	<b>2,767</b>	<b>6,452</b>	<b>6,625</b>	<b>6,625</b>	<b>6,845</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
231 Elections	0	0	0	0	0	
232 Food/Meals	195	231	500	500	3,500	
233 City Sponsored Events	1,716	0	500	732	500	
235 Promotional Supplies	0	42	2,600	2,600	600	
236 Mis Occasions	0	0	0	1,310	1,000	
<b>SUB-TOTAL</b>	<b>1,911</b>	<b>273</b>	<b>3,600</b>	<b>5,142</b>	<b>5,600</b>	
<b>OPERATIONAL EQUIPMENT</b>						
259 Misc. Supplies	42	0	0	0	0	
261 Office Furniture	0	0	0	0	4,000	
264 Computer Accessories	172	443	600	600	600	
267 Computers	0	3,513	0	1,485	800	
269 Other Equipment	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>214</b>	<b>3,956</b>	<b>600</b>	<b>2,085</b>	<b>5,400</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>4,892</b>	<b>10,680</b>	<b>10,825</b>	<b>13,852</b>	<b>17,845</b>	<b>64.8%</b>

**CITY MANAGEMENT**

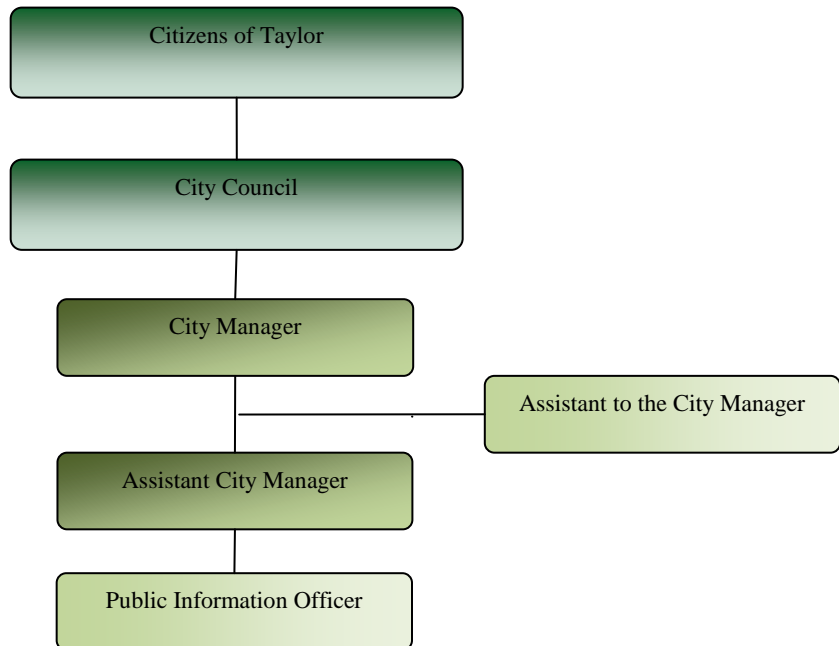
	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>UTILITIES</b>						
323 Truck Telephone System	377	400	465	465	465	
324 Cell Phones	1,910	2,917	1,800	3,000	3,624	
<b>TOTAL FACILITIES OPERATION</b>	<b>2,287</b>	<b>3,317</b>	<b>2,265</b>	<b>3,465</b>	<b>4,089</b>	<b>80.5%</b>
<b>OFFICE EQUIPMENT</b>						
462 Office Equip/Maint.	286	269	300	430	300	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>286</b>	<b>269</b>	<b>300</b>	<b>430</b>	<b>300</b>	<b>0.0%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
511 Legal Services	(8,109)	0	0	0	0	
519 Other Professional Svcs.	36,369	2,794	7,000	7,000	7,000	
521 County Recording Fees	750	500	500	500	0	
523 Outside Printing	149	168	500	500	500	
528 Advertising	900	281	1,000	1,000	500	
532 Software License/Maint	0	74	100	0	0	
539 Other Contract Services	22,125	19,020	27,300	13,311	13,311	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>52,184</b>	<b>22,838</b>	<b>36,400</b>	<b>22,311</b>	<b>21,311</b>	<b>-41.5%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
813 Contributions to Civic Prog.	0	0	0	0	0	
<b>TOTAL CONTRIBUTION/TRSF</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>297,291</b>	<b>459,045</b>	<b>489,954</b>	<b>479,888</b>	<b>508,415</b>	<b>3.8%</b>

## **PUBLIC INFORMATION OFFICE**

### **Department Description**

The Public Information Officer (PIO) coordinates public relations and marketing activities that are designed to inform the public about City services and accomplishments, including media relations and events; to foster civic involvement and heighten awareness for City activities, services and programs; to coordinate activities designed to provide external and internal audiences with current information regarding all aspects of City operations and services.

### **Department Organizational Chart**



### **Departmental Mission Statement**

The mission of the Public Information Office is twofold: 1) To promote transparency in city government through accurate and informational communications, both internally and externally, for the City of Taylor. 2) To promote and maintain a favorable public image through marketing and public relations activities.

### **FY 2012-2013 Accomplishments**

- Newsletter: Will have successfully written and helped to develop the design of 12 issues of *Community Connection*, the City's external newsletter that is inserted into the utility mailings.
- Website: Worked with City Clerk in facilitating the redesign of the City website and with the Assistant City Manager in the addition of a video component provided by Swagit Productions for live video streaming and video of City Council meetings.

- Media relations: Developed news releases and media advisories, pitched stories to media and provided follow up on news events/stories of the City.
- Media events: Provided planning of programs, execution of events and media relations support for community events of the City, including.
- Advertising: Coordinated advertising for City in local and regional publication, including FYI Issue for 2012 and Progress Edition of Taylor Daily Press; Impressions Magazine for 2012.
- Emergency communications: Successfully set up Blackboard Connect emergency communications contract and managed outgoing calls.
- Represented City of Taylor at community events, i.e. Chamber activities, Williamson County events/activities.
- Assisted in planning as needed for programs, invitations and representation at WILCO Growth Summit, Taylor Chamber events and Williamson County Day at the Legislature.
- Provided support for management/Council as needed for talking points or scripts for special appearances/events.
- Represented the City of Taylor at Williamson County PIO meetings, serve on the Williamson County Health Alliance committees and participate in the annual Texas Association of Municipal Information Officers conference.

#### **Progress on FY 2012-2013 Objectives**

- Currently working with website administrators to facilitate the Aurora Project, a migration of the administrative function of the City website supported by Civic Plus.
- Continuing to write and develop the monthly newsletter, *Community Connections*, that goes in the Utility Billing.
- Social media activities are emerging with the introduction of Face Book by Assistant City Manager and a City Councilman.
- Channel 10 has become populated with video programs that have been introduced by Assistant City Manager.

#### **FY 2013-2014 Goals and Objectives**

- Continue to provide quality public communications to citizens of Taylor, including the City website and the *Community Connection* monthly newsletter.
- Continue to monitor and support expanding communications into the social media realm, including Twitter, FaceBook and other emerging and growing online outlets such as YouTube and FLICKR.
- Support administration and uses of Channel 10. Learn to be proficient in populating this channel.
- Update and maintain current media list. Expand distribution lists to include community partners and public officials.
- Continue to represent the City of Taylor on with community partners in a collaborative effort to promote the city and community to both internal (local) and external (regional) markets.

- Provide timely and creative media relations for the City and explore ways to expand the reach when appropriate.
- Continue to provide communications support for Council and management whenever needed.

### **Position Control-Listing of Authorized Position**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Proposed	2012- 13	2013- 14	Difference	
129	Public Information Officer	#02	F	Sal.	Exec. Pay Plan	E-2	E-2	1.00	1.00	0.00	
* F = Full Time    PPT = Permanent Part time								Total	1.00	1.00	0.00

### **Performance Measures**

PERFORMANCE MEASURES	FY 2010-11 ACTUAL	FY2011-12 ACTUAL	FY 12-13 PROJECTED	FY2013-14 TARGET
<b>OUTPUTS</b>				
City Council meetings attended	28	24	25	24
Public meetings attended	2	NA	3	NA
Community events attended	12	NA	12	NA
Holidays & weekends worked	4	NA	6	NA
City sponsored events planned/supported	11	9	10	12
News releases (thru 7/2012)	27	24	15	24
Newsletters written/annually	12	12	12	12
<b>EFFICIENCIES</b>				
Cost of newsletters (6,100 @ .16)	\$11,882	\$10,989	\$14,900	\$16,000**
# Inserts (5,600/mo)	67,200	70,000	67,200	70,000
# Inserts delivered to retirees (75/mo)	900	900	900	900
<b>EFFECTIVENESS</b>				
# Twitter followers (as of 7/25/12)*	123	164*	200	NA
# Tweets	317	403	500	NA
# Website visits (6/25/2011-12)*	203,201	196,539*	200,000	NA
# Page views	NA	388,691	390,805	NA

\*\*Includes other printing and graphic design.

**PUBLIC INFORMATION**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	52,498	52,452	51,879	51,879	54,473	
114 Overtime	0	0	0	0	0	
115 Longevity Pay	240	288	336	336	384	
118 Insurance Allowance	23	1,200	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>52,761</b>	<b>53,940</b>	<b>53,415</b>	<b>53,415</b>	<b>56,057</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	3,670	4,116	4,098	4,098	4,301	
122 Workers Compensation	159	146	155	155	137	
123 State Unemployment Tax	72	261	86	9	266	
124 TMRS	7,065	6,911	6,887	6,887	7,320	
126 Health Insurance	3,841	0	0	0	0	
127 Dental Insurance	212	231	252	243	254	
128 Long Term Disability	215	143	156	156	163	
<b>SUB-TOTAL</b>	<b>15,234</b>	<b>11,808</b>	<b>11,634</b>	<b>11,548</b>	<b>12,441</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
133 Business Transportation	0	0	150	0	0	
135 Business Meals	0	37	150	0	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>37</b>	<b>300</b>	<b>0</b>	<b>0</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	0	0	100	0	0	
142 Professional Conferences	0	165	195	0	0	
143 Membership/Dues	130	130	130	130	130	
144 Subscriptions & Books	343	142	432	419	254	
146 Training-Transportation	0	0	200	200	0	
147 Training-Lodging	0	0	350	250	0	
148 Training-Meals	0	0	100	100	0	
<b>SUB-TOTAL</b>	<b>473</b>	<b>437</b>	<b>1,507</b>	<b>1,099</b>	<b>384</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>68,468</b>	<b>66,222</b>	<b>66,856</b>	<b>66,062</b>	<b>68,882</b>	<b>3.0%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	441	637	600	500	500	
215 Postage	780	578	850	850	850	
<b>SUB-TOTAL</b>	<b>1,221</b>	<b>1,215</b>	<b>1,450</b>	<b>1,350</b>	<b>1,350</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
233 City Sponsored Events	1,163	1,253	2,500	950	1,500	
<b>SUB-TOTAL</b>	<b>1,163</b>	<b>1,253</b>	<b>2,500</b>	<b>950</b>	<b>1,500</b>	
<b>OPERATIONAL EQUIPMENT</b>						
266 General Electronic Equip	0	268	0	0	0	
267 Computers	0	0	0	984	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>268</b>	<b>0</b>	<b>984</b>	<b>0</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>2,384</b>	<b>2,736</b>	<b>3,950</b>	<b>3,284</b>	<b>2,850</b>	<b>-27.8%</b>
<b>UTILITIES</b>						
323 Truck Telephone System	103	97	110	140	140	
324 Cell Phones	646	810	600	600	600	
<b>TOTAL FACILITIES OPERATION</b>	<b>749</b>	<b>907</b>	<b>710</b>	<b>740</b>	<b>740</b>	<b>4.2%</b>



**PUBLIC INFORMATION**

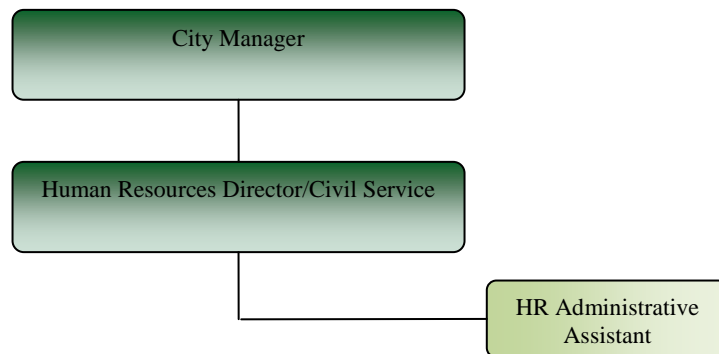
	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
CONTRACT SERVICES & FEES						
519 Other Professional Svcs.	0	0	11,000	15,274	0	
523 Outside Printing	11,882	10,989	16,000	14,900	15,200	
528 Advertising	5,308	1,275	1,000	1,000	2,000	
539 Other Contract Services	7,976	15,514	28,247	30,097	28,247	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>25,166</b>	<b>27,778</b>	<b>56,247</b>	<b>61,271</b>	<b>45,447</b>	<b>-19.2%</b>
CAPITAL OUTLAY						
712 Communication Equipment	0	6,419	0	0	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>6,419</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>96,767</b>	<b>104,062</b>	<b>127,763</b>	<b>131,357</b>	<b>117,919</b>	<b>-7.7%</b>

## DEPARTMENT OF HUMAN RESOURCES

### Department Description

To provide the best support to operating departments in all personnel related matters. The Human Resources Department formulates recommendations for changes or amendments to the Personnel Policies adopted by the City Council and administer the personnel system of the City. This responsibility includes calculating benefit, wage and salary costs for all employees, administering and maintaining all benefits, maintaining employee records, administering and/or coordinating all training programs, employee relations, recruiting of personnel and providing orientation to new employees. Human Resources Director serves as the Civil Service Director to perform work outlined by Chapter 143 Civil Service section of the Local Government Code. This responsibility includes making sure the Fire and Police departments comply with all sections of Chapter 143. Serve as secretary to the Civil Service Commission, be responsible for the preparation and security of all entry level and promotional exams; maintain the Record and Appointment of all entry-level applicants and promotional candidates; setting up Appeals for the Commission and Third Party Hearing Examiners and perform other duties as indicated in Chapter 143.

### Department Organizational Chart



### Mission Statement

The Human Resources Department supports the City's efforts to attract, develop and retain a diverse, well-qualified and productive workforce that is capable of providing quality services to the citizens of Taylor. The City of Taylor is an Equal Opportunity Employer. All aspects of human resources management, such as recruitment, hiring, training, promotion, transfer, layoff, recall, compensation and benefits, discipline, and termination are administered without regard to political affiliation, race, color, sex, religion, national origin, age, veteran status, disability, sexual preference, or any other status protected by law. The Human Resources Department is sensitive to the values and

needs of each individual and will provide effective and efficient human resource services to applicants, employees and retirees.

- Provides drug testing and criminal background checks on all applicants and random drug testing on all DOT and Non-DOT safety sensitive employees.
- Manages the City's benefit packages including the Health and Dental plans, TMRS retirement system, worker's compensation program, long term disability and supplemental insurance plans, EEOC, FMLA, COBRA and HIPAA within the guidelines established by federal, state and local law.
- Ensures that all programs, policies and procedures comply with all applicable laws, the Human Resources Department staff attends conferences and seminars on employment law, civil service and other human resources related issues.
- Administers the classification and pay function of the personnel system, this section conducts salary surveys for positions, which is used to formulate recommendations for changes in grades or salary levels for each class of employee if budget allows for such pay increase.
- Administers and complies with Chapter 143 Civil Service Local Government Code for all Police Officers and Firefighters.
- Administers entry-level and promotional examinations to Police and Fire candidates. Serves as test monitor over the physical agility test.

#### **FY 2012-13 Highlights/Accomplishments**

- Sponsored a Health Fair for the City of Taylor employees with 24 vendors participating.
- Revised and updated job descriptions to ensure compliance with ADA standards.
- Sponsored Quarterly Brown Bag Luncheons for the employees/spouses with wellness topics/speakers.
- Continued with the Wellness Program with a day off incentive for participating in a certain number of wellness activities (3rd year).
- Provided a monthly employee newsletter.
- Set up a flu shot clinic with CVS for employees and their dependents.
- Set up quarterly online training courses for employees thru the Texas Municipal League website.

#### **FY 2013-14 Goals and Objectives**

- Attract, retain, and develop a diverse, well-qualified and productive workforce.
- Continue to educate employees regarding the use and value of their employee benefits to include an annual Open Enrollment/Benefits meeting, a Health Fair and regularly scheduled educational benefits events.
- Continue to revise and update Job Descriptions for every classification to ensure compliance with ADA standards.
- Conduct and coordinate classroom training, online training and seminars for employees and supervisors on safety, wellness programs, drug and alcohol

awareness, sexual harassment, customer service, Incode software and continuing education.

- Continue to implement Chapter 143 of the Local Government Code and serve as secretary of the Civil Service Commission.
- Continue to educate all employees on the importance of healthy habits through monthly payroll inserts.
- Coordinate a flu shot clinic for the employees and their dependents.
- Continue the wellness program and offer incentives for participating in a certain number of wellness activities.
- Continue sponsoring quarterly brown bag luncheons

#### Position Control- Listing of Authorized Position

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012-13	2013-14	Difference
#237	Dir. H R/Civil Service	#01	F	Sal	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00
#626	Receptionist/Adm. Clerk	#06	F	Hr.	A-1	16	16	1.00	1.00	0.00
* F = Full Time PPT = Permanent Part time								Total	2.00	2.00
									0.00	

PERFORMANCE MEASURES	FY 2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY2013-14 TARGET
<b>OUTPUTS</b>				
# of Full-Time budgeted positions	151	137	138	139
# of Full-Time positions frozen	13	11	12	12
# of Part-Time budgeted positions	11	9	8	8
# of Part-Time positions frozen	2	2	2	2
<b>EFFICIENCIES</b>				
# of Workers Comp claims filed with TML	25	19	14	20
Qualifying examinations given	7	3	3	4
# of Drug Tests administered	37	74	21	40
# of Background checks conducted	11	36	11	18
<b>EFFECTIVENESS</b>				
Applicants hired	10	31	10	18
# of employees resigned	19	26	8	11
# of employees retired	3	2	2	3

**HUMAN RESOURCES**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	129,480	88,681	87,418	87,418	93,910	
114 Overtime	907	0	172	100	172	
115 Longevity Pay	1,584	1,248	1,344	1,344	1,440	
<b>SUB-TOTAL</b>	<b>131,971</b>	<b>89,929</b>	<b>88,934</b>	<b>88,862</b>	<b>95,522</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	9,226	6,152	6,823	6,824	7,329	
122 Workers Compensation	407	277	257	257	233	
123 State Unemployment Tax	216	522	171	18	531	
124 TMRS	17,840	11,521	11,466	11,466	12,473	
126 Health Insurance	12,381	9,432	10,368	10,368	12,197	
127 Dental Insurance	637	463	504	486	507	
128 Long Term Disability	530	240	262	262	282	
<b>SUB-TOTAL</b>	<b>41,237</b>	<b>28,607</b>	<b>29,851</b>	<b>29,681</b>	<b>33,552</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	10	30	60	60	60	
<b>SUB-TOTAL</b>	<b>10</b>	<b>30</b>	<b>60</b>	<b>60</b>	<b>60</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	50	70	175	175	175	
142 Professional Conferences	305	400	575	575	775	
143 Membership/Dues	140	265	275	265	275	
144 Subscriptions & Books	1,727	1,780	2,023	2,023	2,155	
146 Training-Transportation	180	369	450	450	450	
147 Training-Lodging	665	985	995	600	995	
148 Training-Meals	142	101	266	266	266	
<b>SUB-TOTAL</b>	<b>3,209</b>	<b>3,970</b>	<b>4,759</b>	<b>4,354</b>	<b>5,091</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>176,427</b>	<b>122,536</b>	<b>123,604</b>	<b>122,957</b>	<b>134,225</b>	<b>8.6%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	3,367	2,538	3,228	3,228	2,500	
214 Computer Supplies	810	227	500	500	300	
215 Postage	369	638	900	900	700	
<b>SUB-TOTAL</b>	<b>4,546</b>	<b>3,403</b>	<b>4,628</b>	<b>4,628</b>	<b>3,500</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	46	0	180	180	100	
236 Misc. Occasion	2,965	3,197	3,260	3,260	3,260	
237 Training Supplies	0	0	100	95	110	
241 Reference Books	304	1,037	1,000	1,000	1,000	
<b>SUB-TOTAL</b>	<b>3,315</b>	<b>4,234</b>	<b>4,540</b>	<b>4,535</b>	<b>4,470</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	0	0	0	0	200	
264 Computer Accessories	0	0	0	627	0	
267 Computers	0	0	0	1,049	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,676</b>	<b>200</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>7,861</b>	<b>7,637</b>	<b>9,168</b>	<b>10,839</b>	<b>8,170</b>	<b>-10.9%</b>

## HUMAN RESOURCES

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
UTILITIES						
323 Truck Telephone System	118	250	300	300	300	
324 Cell Phones	0	640	600	600	1,256	
<b>TOTAL FACILITIES OPERATION</b>	<b>118</b>	<b>890</b>	<b>900</b>	<b>900</b>	<b>1,556</b>	<b>72.9%</b>
OFFICE EQUIPMENT						
461 Office Equipment Rental	0	0	0	0	0	
462 Office Equip. Maint.	286	269	300	300	400	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>286</b>	<b>269</b>	<b>300</b>	<b>300</b>	<b>400</b>	<b>33.3%</b>
CONTRACT SERVICES & FEES						
511 Legal Services	488	1,369	5,000	5,000	5,000	
523 Outside Printing	0	88	120	120	120	
526 Testing/Certification	8,223	1,064	8,700	8,073	7,877	
528 Advertising	2,405	3,828	3,000	3,000	3,000	
532 Software Maint/License	3,706	3,606	3,819	3,819	3,984	
539 Other Contract Services	13,055	18,893	17,764	16,715	17,988	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>27,877</b>	<b>28,848</b>	<b>38,403</b>	<b>36,727</b>	<b>37,969</b>	<b>-1.1%</b>
<b>GRAND TOTALS</b>	<b>212,569</b>	<b>160,180</b>	<b>172,375</b>	<b>171,723</b>	<b>182,320</b>	<b>5.8%</b>

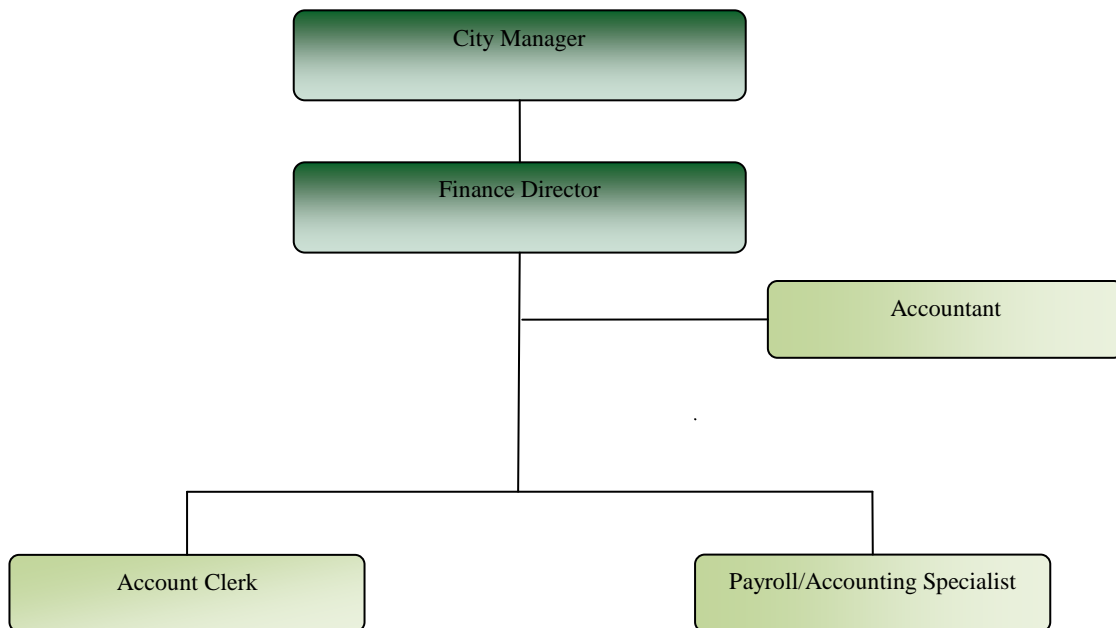
## FINANCE DEPARTMENT

### **Department Description**

The Finance Department is responsible for managing the City's financial resources and provides decision support services to all departments. The Finance Department is also responsible for administering a cash management and investment program, which helps to ensure that City funds receive the greatest rate of return on funds and investments. Other duties of the department include account payable, payroll, procurement, debt management, and utility billing.

We provide appropriate, essential, and timely financial reports, as well as assisting the City Manager and various departments by providing direction in preparing the annual operating budget. To protect and maintain the City's finance and provide accountability for financial position to the City Council, management and citizens. The services of this program include: fund accounting in accordance with General Accepted Accounting Principles (GAAP) and the Government Accounting Standard Board (GASB); audit and financial report; fixed asset management; grant accounting; centralized accounts payable services; and implementation of approved financial policies.

### **Department Organizational Chart**



### **Mission Statement**

The Finance Department is dedicated to providing quality financial management for the City of Taylor's resources. To provide the highest level of customer service and customer support to the citizens of Taylor regarding financial matters and utility billing issues. To assist all of the departments of the City at fulfilling the strategic plans set forth by the City Council regarding financial affairs. The Finance Department strives for excellence in the financial matters of the City of Taylor.

## **FY 2012-13 Accomplishments**

- Finance department completed the annual Comprehensive Annual Financial Report.
- City budget was adhered too and budget adjustments and amendments were submitted as needed.
- Provided accurate and timely financial reporting to the City Council.
- Completed financing for Series 2013 Certificates of Obligation for Phase I of Street Projects.
- Solicited requests for proposals for professional auditing services and hired new auditors.
- Received GFOA distinguished budget award for FY2012-13.
- Received the 2012 Gold Leadership Circle Award.
- Drafted a balance budget for FY2013-14.

## **FY 2013-14 Goals and Objectives**

- To earn the GFOA Certificate of Achievement for Excellence in Financial Reporting for FY2011-12.
- To earn the GFOA Distinguish Budget Award.
- To earn the 2013 Gold Leadership Circle Award.
- Review and update current policies and procedures.
- Continue to implement internal auditing procedures.
- Continue to review and update fixed asset software to ensure all data is current.
- Adhere to all necessary financial reporting and audit requirements.
- Provide support and consult with city departments and management for excellent financial management.
- Enhanced internal controls within the department.
- Continue with cross-training in the areas of payroll, accounts payable and utility billing.
- Implement Positive Pay.

### Position Control-Listing of Authorized Position

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay  Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Proposed	2012- 13	2013- 14	Difference
#121	Director of Finance	#01	F	Sal	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00
#240	Accountant Payroll/Acct.	#02	F	Sal	Mgmt Pay Plan	M-2	M-1	1.00	1.00	0.00
#602	Specialist	#06	F	Hr.	A-1	21	21	1.00	1.00	0.00
#613	Account Clerk	#06	F	Hr.	A-1	16	16	1.00	1.00	0.00
* F = Full Time    PPT = Permanent Part time    Total								4.00	4.00	0.00



## **Performance Standards**

Because the finance department provides support to all of the City of Taylor's departments, we are dedicated to promoting the City's Mission Statement by, being fiscally responsible, continuously focusing on the City Council's strategic goals, keeping our productivity levels high, and to help ensure Taylor's citizens receive excellent customer service based on integrity and accountability. The Finance Department continues to compile reports in a format that effectively, accurately, and efficiently communicates financial data to the City Council and citizens of Taylor.

<b>PERFORMANCE MEASURES</b>	<b>FY2010-11 ACTUAL</b>	<b>FY 2011-12 ACTUAL</b>	<b>FY 2012-13 PROJECTED</b>	<b>FY2013-14 TARGET</b>
<b>INPUTS:</b>				
# of full-time employees	4	4	4	4
# of part-time employees	0	0	0	0
<b>OUTPUTS:</b>				
W-2 statements issued	167	155	160	170
Payroll direct deposits processed	4,064	3,852	3,931	4,021
Purchase orders issued	318	388	445	462
Accounts Payable checks issued	3,777	3,800	3,755	3,527
# Budget Amendments	1	1	1	1
Comprehensive Annual Report	1	1	1	1
<b>EFFECTIVENESS:</b>				
% W-2 issued on time	100%	100%	100%	100%
% Payroll direct deposits on time	100%	100%	100%	100%
GFOA CAFR Award	Yes	Yes	Yes	Yes
Bond Rating	A	A+	A+	A+
<b>EFFICIENCIES:</b>				
% Payroll direct deposits	100%	100%	99%	100%
# Payroll cycles	26	26	26	26
Total value of A/P checks	15,242,459	12,332,184	14,874,692	15,320,933
#ACH/EFT/Draft for A/P payments	118	114	427	440

## FINANCE

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	204,130	194,231	201,885	199,099	209,088	
114 Overtime	7	7	0	0	0	
115 Longevity Pay	1,728	1,872	2,016	1,920	2,064	
118 Insurance Allowance		69	0	1,200	1,200	
<b>SUB-TOTAL</b>	<b>205,865</b>	<b>196,180</b>	<b>203,901</b>	<b>202,219</b>	<b>212,352</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	15,059	14,406	15,645	15,515	16,293	
122 Workers Compensation	621	570	591	586	520	
123 State Unemployment Tax	288	1,015	342	36	1,062	
124 TMRS	27,572	25,165	26,288	26,071	27,728	
126 Health Insurance	17,074	17,517	20,736	15,552	18,174	
127 Dental Insurance	849	868	1,009	0	761	
128 Long Term Disability	838	533	606	597	627	
<b>SUB-TOTAL</b>	<b>62,301</b>	<b>60,073</b>	<b>65,217</b>	<b>58,357</b>	<b>65,165</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	185	0	200	195	200	
135 Business - Meals	0	37	35	35	35	
<b>SUB-TOTAL</b>	<b>185</b>	<b>37</b>	<b>235</b>	<b>230</b>	<b>235</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	275	360	660	450	1,260	
142 Professional Conferences	420	550	1,300	1,150	1,350	
143 Membership/Dues	1,874	1,524	1,875	1,750	1,915	
144 Subscriptions & Books	64	135	0	159	0	
146 Training-Transportation	143	61	360	260	440	
147 Training-Lodging	0	0	0	0	500	
148 Training-Meals	0	32	75	50	175	
<b>SUB-TOTAL</b>	<b>2,776</b>	<b>2,661</b>	<b>4,270</b>	<b>3,819</b>	<b>5,640</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>271,127</b>	<b>258,951</b>	<b>273,623</b>	<b>264,625</b>	<b>283,392</b>	<b>3.6%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	3,769	3,382	3,195	3,495	3,715	
214 Computer Supplies	458	0	0	0	0	
215 Postage	3,506	2,549	3,000	2,300	2,600	
<b>SUB-TOTAL</b>	<b>7,733</b>	<b>5,931</b>	<b>6,195</b>	<b>5,795</b>	<b>6,315</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	0	0	0	0	250	
266 General Electric Equipment	209	0	0	0	0	
267 Computers	0	1,488	0	2,810	800	
269 Other office Equipment	0	165	100	0	3,866	
<b>SUB-TOTAL</b>	<b>209</b>	<b>1,653</b>	<b>100</b>	<b>2,810</b>	<b>4,916</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>7,942</b>	<b>7,584</b>	<b>6,295</b>	<b>8,605</b>	<b>11,231</b>	<b>78.4%</b>

## FINANCE

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>UTILITIES</b>						
323 Truck Telephone System	87	217	220	400	480	
324 Cell Phones	0	400	600	600	600	
326 Wireless Data Services	0	0	456	456	912	
<b>TOTAL FACILITIES OPERATION</b>	<b>87</b>	<b>617</b>	<b>1,276</b>	<b>1,456</b>	<b>1,992</b>	<b>56.1%</b>
<b>OFFICE EQUIPMENT</b>						
462 Office Equip. Maint/Repair	286	334	335	600	600	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>286</b>	<b>334</b>	<b>335</b>	<b>600</b>	<b>600</b>	<b>79.1%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
513 Audit Services	49,500	53,200	49,000	49,500	35,500	
523 Outside Printing	3,755	3,046	3,860	3,800	3,160	
527 Delivery, Courier Svcs.	253	20	100	105	100	
528 Advertising	949	458	800	500	1,175	
532 Software Maint/License	15,688	16,472	17,300	17,300	18,981	
533 CAD Entity Fee	49,961	49,330	50,240	50,240	50,240	
536 Extended Maint. Warranty	375	395	0	0	0	
537 Bank Charges	909	366	390	691	690	
538 County Tax Collection Fee	1,748	1,992	2,150	2,140	2,200	
539 Other Contract Services	14,196	6,959	8,700	8,200	13,890	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>137,334</b>	<b>132,238</b>	<b>132,540</b>	<b>132,476</b>	<b>125,936</b>	<b>-5.0%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
816 Sales Tax Rebate	14,805	9,047	11,800	38,540	39,350	
817 Property Tax Rebate	0	0	0	133,181	138,710	
<b>TOTAL CONTRIBUTION/TRSF</b>	<b>14,805</b>	<b>9,047</b>	<b>11,800</b>	<b>171,721</b>	<b>178,060</b>	<b>1409.0%</b>
<b>GRAND TOTALS</b>	<b>431,581</b>	<b>408,772</b>	<b>425,869</b>	<b>579,483</b>	<b>601,211</b>	<b>41.2%</b>

## **MUNICIPAL COURT OF RECORD**

### **Department Description**

The Municipal Court of Record has original and exclusive jurisdiction over violations of City ordinances and the resolutions, rules, and orders that occur in the territorial jurisdiction of the City and on any property owned by the City in the City's extraterritorial jurisdiction. The basic organization of the Municipal Court consists of judges, court clerks, prosecutors, bailiffs, warrant officers, and defense counsels.

The Municipal Court Clerk's Office is the administrative branch of the Municipal Court and provides support personnel to the Court. The clerks' primary responsibilities include processing the clerical work of the Court; administering daily operations of the Court; maintaining Court records, including the docket; and coordinating the scheduling of cases. The Court consists of a Judge, a Clerk of the Court of Record, Deputy Municipal Court Clerks and the City of Taylor Prosecutor.

The Municipal Court handles the judicial processing of Class C misdemeanors that originate from traffic citations, citizen complaints, municipal code violations, and misdemeanor arrests, occurring within the territorial limits of the City of Taylor. The clerks accept fines, pleas of Not Guilty and requests for Trials by Judge or Jury; schedule trials, hearings for dangerous animals and junk vehicle cases. They subpoena witnesses for trials, process summons for jurors, assist the public in applying for Defensive Driving or Deferred Adjudication if they are qualified, prepare warrants for non-appearing defendants, assist with the Magistration of Defendants on Class B or Felony warrants, prepare Appeal Cases to County Court, keep current on legislative law changes and court procedures, report court costs to the State Comptroller, statistics to the Office of Court Administration, and traffic convictions to the Department of Public Safety.

### **Mission Statement**

Our mission is to provide quality service in a professional manner to ensure trust and confidence in the Taylor Municipal Court of Record. It is our goal to treat each person with dignity and respect in the most efficient manner.

### **FY 2012-13 Accomplishments**

- Prepared complaint(s) for offense (s)
- Issued Courtesy letters /past court date appearances (no shows)
- Show cause hearings for dsc/deferred (failed to comply or pay fees)
- Issued VPTA & FTA offenses
- Implemented cash handling policy & daily operation process
- Implemented Record Retention
- Utilized INCODE Court Software (macros /forms/system set-up)
- Login /Tracking Warrant of Arrest issued by the Police Department regarding Class A & B misdemeanors and Felonies
- DPS reporting weekly

- (3) Court Clerks are Notaries Public and (1) in process of becoming a Notary Public
- Clerk obtained Interpreter certification

#### **FY 2013-14 Goals and Objectives:**

- Implement Blackboard / Brazos Technology
- In-house progress to clean /close old files
- Maintain record retention schedule
- Schedule Bond forfeiture hearings
- JNA (Juvenile Now Adult) process & procedures
- Attend legislative update / court software conference
- Attend Yearly Court Clerk School & study guide training session
- Obtain Clerk certification Level 1

#### **Position Control- Listing of Authorized Position**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Proposed	2012- 13	2013- 14	Difference
#233	Clerk of Court of Record	#01	F	Sal	Mgmt Pay Plan	M-2	M-2	1.00	1.00	0.00
#615	Deputy Muni. Court Clerk	#06	F	Hr.	A-1	15	15	3.00	3.00	0.00
#105	Mun. Court of Record Judge	#02	PPT	Sal.	Unclassified	Exempt	Exempt	0.50	0.50	0.00
* F = Full Time    PPT = Permanent Part time						Total		4.50	4.50	0.00

PERFORMANCE MEASURES	FY2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY2013-14 TARGET
<b>OUTPUTS</b>				
#ofWarrants Issued	1,487	293	575	660
#ofWarrants Cleared	1,112	879	925	1,000
# of Violations Processed	4,250	3,317	4,900	5,250
<b>EFFICIENCIES</b>				
Average Collections per Clerk	1,890	1,127	2,500	2,600
Online Payments	139	83	130	135
<b>EFFECTIVENESS</b>				
% of Total Warrants Cleared	75%	300%	161%	152%

**MUNICIPAL COURT**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	116,055	110,267	127,849	126,409	133,691	
114 Overtime	0	760	1,500	1,500	1,500	
115 Longevity Pay	1,728	1,872	720	192	384	
116 Regular Part Time	33,871	33,600	33,600	33,600	35,280	
118 Insurance Allowance	2,202	2,077	2,400	0	0	
<b>SUB-TOTAL</b>	<b>153,856</b>	<b>148,576</b>	<b>166,069</b>	<b>161,701</b>	<b>170,855</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	11,533	11,321	12,734	12,399	13,101	
122 Workers Compensation	408	426	477	465	415	
123 State Unemployment Tax	400	1,435	428	45	1,328	
124 TMRS	16,062	14,744	17,078	16,515	17,703	
126 Health Insurance	8,534	6,382	15,552	20,232	23,992	
127 Dental Insurance	584	463	504	951	1,014	
128 Long Term Disability	476	278	384	379	401	
<b>SUB-TOTAL</b>	<b>37,997</b>	<b>35,050</b>	<b>47,157</b>	<b>50,986</b>	<b>57,954</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	0	156	0	0	300	
135 Business Meals	0	24	0	0	400	
<b>SUB-TOTAL</b>	<b>0</b>	<b>179</b>	<b>0</b>	<b>0</b>	<b>700</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	598	1,279	1,250	1,250	1,450	
142 Professional Conferences	0	0	400	400	500	
143 Membership/Dues	136	100	250	250	650	
144 Subscriptions & Books	0	143	240	240	380	
146 Training-Transportation	601	580	1,620	1,620	1,450	
147 Training-Lodging	0	100	1,050	1,050	1,400	
148 Training-Meals	202	326	923	923	1,050	
<b>SUB-TOTAL</b>	<b>1,537</b>	<b>2,528</b>	<b>5,733</b>	<b>5,733</b>	<b>6,880</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>193,390</b>	<b>186,333</b>	<b>218,959</b>	<b>218,420</b>	<b>236,389</b>	<b>8.0%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	4,902	4,493	4,800	4,800	5,000	
214 Computer Supplies	351	0	0	0	0	
215 Postage	2,476	1,359	2,100	2,100	1,500	
217 Office Security	0	0	0	0	564	
<b>SUB-TOTAL</b>	<b>7,729</b>	<b>5,852</b>	<b>6,900</b>	<b>6,900</b>	<b>7,064</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	0	0	0	57	0	
233 City Sponsored Events	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>57</b>	<b>0</b>	

**MUNICIPAL COURT**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	0	0	0	0	4,000	
266 General Electronic Equip.	0	0	0	0	0	
267 Computers	0	0	0	2,536	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,536</b>	<b>4,000</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>7,729</b>	<b>5,852</b>	<b>6,900</b>	<b>9,493</b>	<b>11,064</b>	<b>60.3%</b>
<b>UTILITIES</b>						
321 Light & Power	2,241	1,697	1,655	1,655	1,900	
322 Natural Gas, Propane	138	176	200	480	375	
323 Truck Telephone System	459	658	600	600	600	
324 Cell Phones	0	0	600	600	600	
<b>TOTAL FACILITIES OPERATIONS</b>	<b>2,838</b>	<b>2,530</b>	<b>3,055</b>	<b>3,335</b>	<b>3,475</b>	<b>13.7%</b>
<b>OFFICE EQUIPMENT</b>						
462 Office Equip.. Maint/Repair	491	635	410	985	700	
<b>TOTAL EQUIP OPERATIONS/MT.</b>	<b>491</b>	<b>635</b>	<b>410</b>	<b>985</b>	<b>700</b>	<b>70.7%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
511 Legal Services	26,040	16,185	20,000	20,000	20,000	
518 Warrants	0	150	0	0	0	
523 Outside Printing	355	0	450	450	0	
526 Testing/Cert. Permits	50	0	600	600	600	
529 Elections/Judge/Jury Svcs.	180	216	400	400	400	
532 Software Maint/License	7,833	8,376	8,800	8,800	9,000	
537 Bank Fees	0	45	0	0	0	
539 Other Contract Services	7,256	513	470	970	600	
<b>TOTAL CONTRACT SVCS.</b>	<b>41,714</b>	<b>25,485</b>	<b>30,720</b>	<b>31,220</b>	<b>30,600</b>	<b>-0.4%</b>
<b>GRAND TOTALS</b>	<b>246,162</b>	<b>220,835</b>	<b>260,044</b>	<b>263,453</b>	<b>282,228</b>	<b>8.5%</b>

## **DEPARTMENT OF PLANNING & DEVELOPMENT**

### **Department Description**

The Department of Community Development consists of five divisions. These divisions' responsibilities and functions are:

1. Administration, which includes: budget, personnel, strategic planning, policy development, records management, reporting, cash collections, tax abatement and sales tax rebate agreement administration, Tax Increment Finance (TIF) district administration, assist the Taylor Economic Development Corporation with requests for information (RFI), housing assistance, work with the Interagency Council of East Williamson County, assisting the Taylor Community Development Corporation (CDC), and selected grants applications and administration.
2. Planning, which includes: zoning, platting and subdivision administration, variance processing, site plan review, Development Review Committee (DRC) coordination, project facilitation, long range planning and implementation, including parks and airport, annexation and development agreements, license agreements, HOA coordination, GIS, liaison to Advisory Boards (Planning and Zoning Commission and Impact Fee Advisory Board, Zoning Board of Adjustment, Building Standards Commission, Comprehensive Plan Implementation Committee, Taylor CDC), and volunteer recruitment and retention.
3. Inspections, which includes: plan review, inspections, permit issuance, and project management.
4. Code Enforcement, which includes: complaint investigation and case management.
5. Moody Museum, which includes the general maintenance and operation of the Museum.
6. Main Street Program, which includes the Zest Fest and other redevelopment and development efforts: economic development in the context of historic preservation.

### **Mission Statement**

The mission of the Planning and Development Department is to provide timely quality services for our citizens' needs today while proactively planning for tomorrow.

Our commitment to carrying out this mission includes:

- Being responsive to the diverse needs of our customers through the provision of reliable information and innovative services that effectively serve the community's needs,
- Providing services to the citizens of Taylor through the consistent, courteous and professional enforcement of adopted codes and standards,
- Preparing for the future of Taylor and the surrounding region by actively working to encourage quality growth, while striving to protect the unique features of our community that make it an outstanding place to live, work, shop, and play.
- Main Street will promote historical preservation principles and assist in economic development within Taylor's historical downtown business district using the Four Points of Main Street approach, including Organization, Design, Promotion and Economic Restructuring, thereby making a significant contribution to the quality of life in our community.



## **FY 2012-2013 Accomplishments**

- Attended the Texas APA Conference (Van Til and Elsdon)
- Attended the IEDC Conference in Houston
- Completed ADA compliance improvements at the concession stand in Murphy Park
- Assisted with the dedication ceremony of the Small Communities Park Improvements at the Taylor Regional Sports Complex.
- Allocated \$3000 from the Louis K. Ned Donation for outreach educational programs for the Moody Museum
- Assisted with the execution of a 380 Agreement with the Applebee's Restaurant group.
- Assisted with the Freeport Tax Exemption from the ISD.
- Worked on obtaining an easement in Block 27 along W 2<sup>nd</sup> Street.
- Continued to work on the future land use designations along the major thoroughfares.
- Submitted application to the Texas Transportation Enhancement Program for sidewalks along west side of Main and south side of W. Lake
- Continued to work on obtaining water easements for properties along Carlos G. Parker West.
- Initiated the Roadway Impact Fee Update process
- Initiated the 2011 CDBG project – water improvements on E Walnut Street
- Speaker at the Taylor Rotary Club (Van Til)
- Presented the W 2<sup>nd</sup> Street Corridor Plan to Council, subsequently adopted
- Initiated construction of another 4 homes under the HOME Program
- Attended the AMTRAK TEMPO Meeting in Granbury, TX (Van Til)
- Assisted with an economic development agreement with Moehnke Cabinets
- Re-addressed homes on North and Meadow Streets
- Initiated annexation proceedings along Chandler Road
- Housing presentation to the Interagency Council of East Williamson County monthly meeting
- Received CDBG funding from the County for the Jones-Burkett Road Rehabilitation Project
- Received notification that the City's Transportation Enhancement Project was funded
- Received notification that the City's Trails Grant application was recommended for funding.
- Observed National Train Day by way of a proclamation at the City Council meeting.
- Initiated code amendments relating to construction standards and non-conforming uses in the zoning ordinance.
- Completed the McCoy's reimbursement.
- Received National Main Street designation January 2013
- Obtained Film Friendly City designation
- Recognition in May of National Preservation Month
- Organized Retail Marketing Seminar for downtown merchants
- Organized successful Christmas Bazaar
- Organized successful Spooktacular
- Organized successful Zest Fest
- Board has developed a working relationship with downtown merchants to assist them with issues as they arise.

### **Progress on FY 2012-2013 Objectives**

- Provide review comments for plats in ten work days or less – 100% of all plats are reviewed in the time frame provided in order to provide action on the plats in 30 days or less in accordance with State law.
- Provide review comments for commercial site plans and buildings plans in ten working days or less – the average review time is 9.5 days. 62% are reviewed within ten days; 31% of the projects have taken between 11 and 20 days, the remainder more than 20 days.
- Provide review comments for new residential building plans in ten working days or less. 55% of residential plans were reviewed in ten working days or less.
- Continue to proactively process and correct substandard buildings – eleven structures have been demolished or are being demolished.
- Continue to monitor and participate in the possible relocation of freight rail from the urbanized areas – participated in the update to the Texas Rail Plan and remained involved with efforts undertaken by Lone Star Rail District.
- Continue to work with regional planning organizations such as CAMPO, CARTPO, CAPCOG and the Clean Air initiatives – staff attends monthly meetings as time permits.
- Continue to implement the goals and objectives in the Comprehensive Plan – semi-annual reports were presented to the Council.
- Address the substandard housing situation - continue to apply for and implement housing grants from the State and federal government – contracted with TDHCA for the HOME OCC grant program and the Amy Young Barrier Removal program. Five more homes were selected in the HOME program and will be started in the summer of 2013. Three more homes were completed in the Amy Young Barrier Removal Program, bringing the total up to eight homes to date.
- Continue to work with the Interagency Council of East Williamson County – Director has remained a Board member of the organization.
- Complete the 1883 Building Preservation Project – the owner of the building has repaired the exterior of the building and the TIF Board recommended that a new grant be extended to him to off-set the cost of repairs.
- Assist the Interagency Council with the evaluation of the Old Middle School – a local church has acted on assuming ownership of the property and are in the process (as of June) to have the property deeded to them. Since then, the City hired an architectural firm to evaluate the building for a ‘new’ city hall. Decisions on this effort are currently on hold.

### **FY 2013-2014 Goals and Objectives**

- Provide review comments for plats in ten work days or less.
- Provide review comments for commercial site plans and building plans in ten working days or less.
- Provide review comments for residential building plans in ten working days or less.
- Aggressively pursue code enforcement cases; average 3 new cases per day.
- Continue to proactively process and correct substandard buildings.

- Continue to monitor and participate in the possible relocation of freight rail from the urbanized areas.
- Enhance public outreach for the development process
- Continue to improve the department's website.
- Continue to take steps to building an Amtrak Station in Taylor
- Continue to work with regional planning organizations such as CAMPO, CARTPO, CAPCOG and the Clean Air initiatives.
- Update the Roadway Impact Fee Ordinance.
- Continue to implement the goals and objectives in the Comprehensive Plan.
- Address the substandard housing situation – replace five to ten homes under the HOME OCC grant program and eliminate accessibility barriers in five homes under the Amy Young Barrier Removal Program
- Continue to work with the Interagency Council of East Williamson County.
- Complete the 1883 Building Preservation Project.
- Complete the Moody Museum Strategic Plan and exhibits.
- Complete the annexation of the Chandler Road right of way.
- Complete the 2012 and 2013 CDBG projects
- Apply for 2014 CDBG grant
- Complete the Block 27 Alley Project
- Initiate construction on the Taylor Transportation Enhancement Project (sidewalks on Main and W. Lake)
- Initiate re-construction on the trails from Bull Branch to Robinson Park, should the grant be funded in late May 2013
- Complete the JMF project and its sanitary sewer line
- Complete the Caplin Carwash water line project on N. Main.
- Complete the code amendment relating to construction requirements and non-conforming uses in the zoning ordinance.
- Recruit more businesses to downtown
- Organize and sponsor more events to draw larger crowds downtown
- Organize safety training in conjunction with Taylor Police Department for downtown merchants

#### Position Control-List of Authorized Position

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012- 13	2013- 14	Difference
#125	Dir. of Planning & Develop.	#01	F	Sal	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00
#414	Bldg. Insp/Code Off.	#03	F	Hr.	A-1	23	23	1.00	1.00	0.00
#241	Planner	#02	F	Sal	Mgmt. Pay Plan	M-2	M-2	1.00	1.00	0.00
#611	Administrative Assistant	#06	F	Hr.	A-1	19	19	1.00	1.00	0.00
#626	Receptionist/Admin. Clerk	#06	F	Hr.	A-1	--	16	0.00	1.00	1.00
#261	Associate Planner	#03	PPT	Hr.	A-1	22	22	0.75	0.75	0.00
* F = Full Time PPT = Permanent Part time						Total		4.75	5.75	1.00

PERFORMANCE MEASURES	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY 2013-14 TARGET
<b>OUTPUTS:</b>			
Grants applied for	4	4	4
Housing - new builds (grants)	0	5	5
Housing - renovations (grants)	3	5	5
Total number of permits issued	1,023	1,500	1,700
Value of new residential construction	\$2,291,751	\$3,300,000	\$4,100,000
Value of new commercial construction	\$3,887,000	\$6,400,000	\$6,400,000
Moody Museum Projects	2	3	4
Downtown Private Sector Investment (Renovations/repairs)	\$229,500	\$345,000	\$450,000
Downtown Private Sector Projects	6	9	12
Downtown Business Starts, expansions, relocations	12	15	15
Downtown net gain in business starts, expansions, and relocations	3	3	6
Façade Grants Awarded	2	4	4
Value of Façade Grants	\$9,000	\$18,000	\$18,000
Sign Grants Awarded	0	2	2
Value of Sign Grants Awarded	\$0.0	\$1,000	\$1,000
Number of Paint Grants Awarded	0	2	2
Value of Paint Grants Awarded	\$0.0	\$1,000	\$1,000
Downtown Rental Assistance Applications Funded	12	20	8
Value of Downtown Rental Assistance Applications Funded	\$51,500	\$85,800	\$35,000
<b>EFFICIENCIES:</b>			
Average number of working days for review and comments of commercial site plans and building plans	10	10	10
Average number of working days to review and comment on plats/subdivisions	6	6	6
Average number of working days to comment on new residential plans	15	10	7
Average number of code enforcement cases initiated per day	1.1	2.0	3.0
Average number of code enforcement tasks performed per day	15	20	20
<b>EFFECTIVENESS:</b>			
Percent of grant applications funded	75.0%	100.0%	100.0%
Percent of commercial plans (site plans and building plans) reviewed and commented on in 10 working days or less	57.5%	100.0%	100.0%
Percent of plats/subdivision reviewed and commented on in 10 working days or less	100.0%	100.0%	100.0%
Percent of new residential building permit applications reviewed in ten working days or less.	55.0%	100%	100%

**PLANNING DEVELOPMENT  
/ INSPECTIONS**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	234,548	207,423	205,241	205,747	243,961	
114 Overtime	1,418	1,577	2,165	2,165	5,757	
115 Longevity Pay	3,110	3,024	3,216	2,208	2,400	
116 Regular Part Time	29,417	29,411	29,124	29,124	30,599	
118 Insurance Allowance	579	208	0	1,200	1,200	
<b>SUB-TOTAL</b>	<b>269,072</b>	<b>241,643</b>	<b>239,746</b>	<b>240,444</b>	<b>283,917</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	19,872	17,852	18,394	18,448	21,508	
122 Workers Compensation	1,204	885	847	849	824	
123 State Unemployment Tax	432	1,467	428	45	1,593	
124 TMRS	36,000	30,959	30,909	30,999	36,603	
126 Health Insurance	21,340	22,622	25,919	20,736	30,127	
127 Dental Insurance	1,115	1,060	1,198	911	1,204	
128 Long Term Disability	1,066	644	703	705	824	
<b>SUB-TOTAL</b>	<b>81,029</b>	<b>75,489</b>	<b>78,398</b>	<b>72,693</b>	<b>92,683</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	220	370	0	4,300	0	
142 Professional Conferences	445	790	990	990	1,050	
143 Membership/Dues	3,588	3,702	5,125	5,125	5,470	
144 Subscriptions & Books	50	292	0	0	0	
146 Training-Transportation	0	0	0	20	0	
147 Training-Lodging	289	0	750	1,000	1,140	
148 Training-Meals	51	15	100	100	100	
<b>SUB-TOTAL</b>	<b>4,643</b>	<b>5,169</b>	<b>6,965</b>	<b>11,535</b>	<b>7,760</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>354,744</b>	<b>322,301</b>	<b>325,109</b>	<b>324,672</b>	<b>384,360</b>	<b>18.2%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	2,180	2,975	2,000	3,000	2,850	
214 Computer Supplies	1,120	1,238	1,650	1,120	2,000	
215 Postage	1,599	2,722	2,200	1,736	2,000	
<b>SUB-TOTAL</b>	<b>4,899</b>	<b>6,935</b>	<b>5,850</b>	<b>5,856</b>	<b>6,850</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	29	234	260	260	200	
<b>SUB-TOTAL</b>	<b>29</b>	<b>234</b>	<b>260</b>	<b>260</b>	<b>200</b>	
<b>SPECIALTY SUPPLIES</b>						
256 Minor Tools/Instruments	115	0	70	0	0	
259 Misc. Supplies	10	0	200	0	100	
<b>SUB-TOTAL</b>	<b>125</b>	<b>0</b>	<b>270</b>	<b>0</b>	<b>100</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	0	0	0	600	0	
264 Computer Accessories	0	308	0	627	0	
267 Computers	0	784	0	2,486	0	
269 Other Office Equipment	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>1,092</b>	<b>0</b>	<b>3,713</b>	<b>0</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>5,053</b>	<b>8,261</b>	<b>6,380</b>	<b>9,829</b>	<b>7,150</b>	<b>12.1%</b>
<b>UTILITIES</b>						
323 Truck Telephone System	591	680	700	700	700	
324 Cell Phones	1,550	1,460	1,200	1,600	1,200	
326 Wireless Data Services	0	0	456	456	456	
<b>TOTAL FACILITIES OPERATIONS</b>	<b>2,141</b>	<b>2,140</b>	<b>2,356</b>	<b>2,756</b>	<b>2,356</b>	<b>0.0%</b>

**PLANNING DEVELOPMENT  
/ INSPECTIONS**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>EQUIPMENT RENTAL</b>						
414 Motor Vehicle Rental	6,137	7,500	6,197	13,568	13,665	
419 Replacement Fund Contrib.	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>6,137</b>	<b>7,500</b>	<b>6,197</b>	<b>13,568</b>	<b>13,665</b>	
<b>OFFICE EQUIPMENT</b>						
462 Office Equip. Maint	288	265	1,325	1,325	1,325	
<b>SUB-TOTAL</b>	<b>288</b>	<b>265</b>	<b>1,325</b>	<b>1,325</b>	<b>1,325</b>	
<b>TOTAL EQUIP OPERATIONS/MT.</b>	<b>6,425</b>	<b>7,765</b>	<b>7,522</b>	<b>14,893</b>	<b>14,990</b>	<b>99.3%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
521 County Recording Fees	3,500	1,000	3,500	2,078	2,200	
523 Outside Printing	0	153	150	150	150	
528 Advertising	1,334	1,330	1,500	1,500	1,500	
532 Software Maint/License	5,818	7,317	7,315	7,515	8,115	
539 Other Contract Services	52,320	103,225	70,050	145,000	138,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>62,972</b>	<b>113,025</b>	<b>82,515</b>	<b>156,243</b>	<b>149,965</b>	<b>81.7%</b>
<b>GRAND TOTALS</b>	<b>431,335</b>	<b>453,492</b>	<b>423,882</b>	<b>508,393</b>	<b>558,821</b>	<b>31.8%</b>

**MAIN STREET PROGRAM**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED BUDGET</b>	<b>PROJECTED</b>	<b>ADOPTED BUDGET</b>	<b>Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	35,248	35,572	35,000	35,000	36,750	
114 Overtime	0	0	0	0	0	
115 Longevity Pay	48	96	144	144	192	
118 Insurance Allowance	1,209	1,200	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>36,505</b>	<b>36,868</b>	<b>36,344</b>	<b>36,344</b>	<b>38,142</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	2,779	2,828	2,788	2,788	2,926	
122 Workers Compensation	101	99	105	105	93	
123 State Unemployment Tax	72	261	86	9	266	
124 TMRS	4,886	4,719	4,686	4,686	4,980	
128 Long Term Disability	145	96	105	105	110	
<b>SUB-TOTAL</b>	<b>7,983</b>	<b>8,004</b>	<b>7,770</b>	<b>7,693</b>	<b>8,375</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
135 Business Meals	61	37	200	150	200	
<b>SUB-TOTAL</b>	<b>61</b>	<b>37</b>	<b>200</b>	<b>150</b>	<b>200</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
142 Professional Conferences	500	490	300	315	300	
143 Membership/Dues	645	645	895	895	1,030	
144 Subscriptions & Books	0	20	20	20	20	
146 Training-Transportation	513	202	950	700	750	
147 Training-Lodging	192	321	950	950	600	
148 Training-Meals	142	85	450	450	450	
<b>SUB-TOTAL</b>	<b>1,992</b>	<b>1,763</b>	<b>3,565</b>	<b>3,330</b>	<b>3,150</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>46,541</b>	<b>46,673</b>	<b>47,879</b>	<b>47,517</b>	<b>49,867</b>	<b>4.2%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	1,105	760	750	750	750	
214 Computer Supplies	0	79	0	0	0	
215 Postage	72	15	115	50	100	
<b>SUB-TOTAL</b>	<b>1,177</b>	<b>854</b>	<b>865</b>	<b>800</b>	<b>850</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
233 City Sponsored Events	0	140	5,000	6,000	6,000	
235 Promotional Supplies	0	67	480	480	480	
<b>SUB-TOTAL</b>	<b>0</b>	<b>207</b>	<b>5,480</b>	<b>6,480</b>	<b>6,480</b>	
<b>OPERATIONAL EQUIPMENT</b>						
267 Computers	0	0	0	982	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>982</b>	<b>0</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>1,177</b>	<b>1,061</b>	<b>6,345</b>	<b>8,262</b>	<b>7,330</b>	<b>15.5%</b>
<b>UTILITIES</b>						
323 Truck Telephone System	0	0	0	100	100	
324 Cell Phone	0	0	700	700	800	
<b>TOTAL FACILITIES OPERATION</b>	<b>0</b>	<b>0</b>	<b>700</b>	<b>800</b>	<b>900</b>	<b>28.6%</b>
<b>OFFICE EQUIPMENT</b>						
462 Office Equipment Maint/Repair	286	262	300	300	300	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>286</b>	<b>262</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0.0%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
523 Outside Printing	0	88	100	100	100	
528 Advertising	0	212	500	500	500	
539 Other Contract Services	309	640	700	656	700	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>309</b>	<b>940</b>	<b>1,300</b>	<b>1,256</b>	<b>1,300</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>48,313</b>	<b>48,936</b>	<b>56,524</b>	<b>58,135</b>	<b>59,697</b>	<b>5.6%</b>

**MOODY MUSEUM**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	20	0	0	126	0	
217 Office Security	503	503	505	505	505	
<b>SUB-TOTAL</b>	<b>523</b>	<b>503</b>	<b>505</b>	<b>631</b>	<b>505</b>	
<b>SPECIALTY SUPPLIES</b>						
254 Botanical/Landscape	9	0	300	300	300	
259 Misc. Supplies	0	0	0	1,500	0	
<b>SUB-TOTAL</b>	<b>9</b>	<b>0</b>	<b>300</b>	<b>1,800</b>	<b>300</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>532</b>	<b>503</b>	<b>805</b>	<b>2,431</b>	<b>805</b>	<b>0.0%</b>
<b>UTILITIES</b>						
321 Light & Power	2,071	2,472	2,928	2,200	2,500	
322 Natural Gas/Propane	221	916	575	1,000	400	
326 Wireless Data Services	0	0	456	456	456	
<b>SUB-TOTAL</b>	<b>2,292</b>	<b>3,387</b>	<b>3,959</b>	<b>3,656</b>	<b>3,356</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
349 Misc. Repairs/Main.	65	35,298	300	2,800	400	
<b>SUB-TOTAL</b>	<b>65</b>	<b>35,298</b>	<b>300</b>	<b>2,800</b>	<b>400</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>2,357</b>	<b>38,686</b>	<b>4,259</b>	<b>6,456</b>	<b>3,756</b>	<b>-11.8%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
539 Other Contract Services	625	1,250	1,300	1,300	1,300	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>625</b>	<b>1,250</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>3,514</b>	<b>40,439</b>	<b>6,364</b>	<b>10,187</b>	<b>5,861</b>	<b>-7.9%</b>



## **TAYLOR PUBLIC LIBRARY**

### **Department Description**

The City of Taylor has the oldest established public library in Williamson County, started as an effort of the Sesame Circle, a women's study group in 1899. The current Taylor Public Library building opened four years ago, end of March 2007. The current facility is 20,000 sf, with a 2,000 sf meeting room and lots of room to grow. Currently Taylor Public Library has holdings of 43,803 items including books, audiocassettes, CDs, videos, DVDs, electronic databases, periodicals, microfilm and local history materials. The Library provides 3 computers for access to the card catalog, 15 public access computers with the Internet, Microsoft Office and a resume program. Two special children's computers provide educational games in the Children's Area. The Library also has 11 laptop computers for programming and classes.

The Taylor Public Library works closely with Taylor schools & daycares. The Library has a cooperative agreement with Temple College at Taylor and houses the library materials for the college. The Library provides special storytimes to federally funded preschool programs like Head Start. Library staff consists of the Library Director, the Technology Librarian, two Library Assistants, and three Library Aides.

### **Library Mission Statement**

The mission of the Taylor Public Library is to promote a life long love of reading and to provide educational, informational, and recreational resources to patrons of all ages, cultural and economic backgrounds.

*Approved by the Library Board, 2-18-97*

### **FY2012-13 Accomplishments**

- Management of Library Grants & Endowments
  - Upon successful award of the Impact Grant from the Texas State Library and IMLS, the Taylor Public Library has purchased 11 new laptops for instructional class for adults. The purpose of the grant is to teach adults the computer skills they need to enter the workforce. Classes were held from October 2012 through May 2013, with a total of 10 classes and 64 total attendees. Several classes were repeated due to popular demand.
  - The Library Advisory Board requested funds from the Ned Estate to purchase & replace 9 computers for the public and two iPads with which to explore programming ideas. The computers were installed in October 2013. The iPads arrived a month later, and were loaded with book apps. These interactive books were then projected on the Library Meeting Room 12 foot screen and used during storytime.
- Seasonal & ongoing programming:
  - Monster movies for Halloween
  - Santa & Elmo program for Christmas
  - Tax Assistance at the Library, with free forms available, from February through April 2013.

- Spring Break activities, include another successful Truck Petting Zoo, crafts, storytime and movies.
  - Continuation of the successful Summer Reading Program.
- Archives & Special Collections
- Continued scanning of old photographs, reorganization of the book collections by library staff.
  - Digitizing Yearbooks. The Library and the Taylor High School Library and yearbook staff joined in a free scanning program of yearbooks, offered by the Oklahoma Department of Corrections. This is still ongoing.
  - Taylor history exhibit at the Williamson Museum in Georgetown, with collection of some lesser known historical photos of Taylor. This ran through April 2013.
- Hiring of new Library Aide Amy German, who is also working on obtaining her Master's Degree in Library Science.
  - Annual Inventory—a new scanner was purchased to speed up the inventory process. Consequently, the library was only closed two days to conduct inventory.
  - Writers Workshop, March 2<sup>nd</sup>, 2013 was a free event, funded by the Tocker Foundation and the Writers League of Texas. 109 people came for the programs, and the Writers League may consider having a program at Taylor next year.

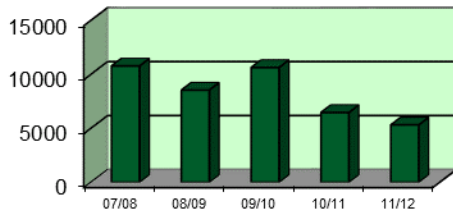
#### **Progress on FY 2012-13 Goals and Objectives**

- Enhancement of Library technology.
  - This was accomplished with the Impact Grant, which funded the purchase of laptops for instructional classes, and with use of the Ned Estate Funds.
- Explore new media collections and investigate e-books.
  - Staff has actively investigated the costs and technology required for e-books. To date, e-books have not be funded.
- Provide computer classes for adults.
  - The Impact Grant provided laptops, and staff compiled lesson plans and implemented classes from Oct 2012 through May 2013.
- Incorporate science into children's programming.
  - Summer reading programs emphasized science. Programs were available on ecology, paleontology, chemistry, etc. The Texas A&M Chemistry Roadshow came to the library and the Science Rocks Trailer, sponsored by grant funds, arrived during the summer to large crowds of children and daycare students. Also on the day of the trailer visit, hands-on science experiments were provided in the Library Meeting Room, with the assistance of the Friends of the Library volunteers.

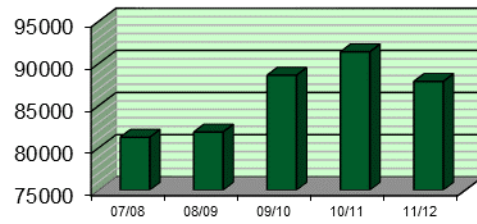
#### **FY 2013-2014 Goals and Objectives**

- Seek funding to introduce e-books.
- Offer new computer literacy classes, beyond the basic curriculum already used.
- Provide more training for library staff on topics related to customer service, programming, etc.
- Investigate a means to measure usage of the Library's free wi-fi access. This is now a statistic requested in the Library's Annual Report to the Texas State Library and Archives Commission.

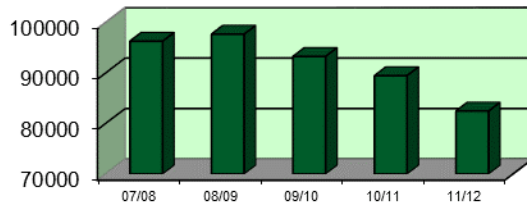
**Program Attendance**



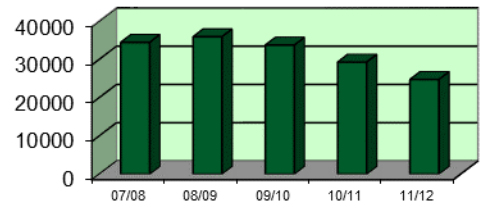
**Circulation**



**Library Visits**



**Computer Users**



### Position Control-Listing of Authorized Position

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012- 13	2013- 14	Difference
#126	Library Director	#01	F	Sal.	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00
#631	Library Assistant	#06	F	Hr.	A-1	15	15	2.00	2.00	0.00
#235	Technology Librarian	#01	F	Sal.	Mgmt Pay Plan	M-2	M-2	1.00	1.00	0.00
#632	Library Aide	#06	F	Hr.	A-1	13	13	3.00	3.00	0.00
#632	Library Aide	#06	PPT	Hr.	A-1	1	1	0.00	0.00	0.00
Total								7.00	7.00	0.00

\* F = Full Time PPT = Permanent Part time

**PUBLIC LIBRARY**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	218,625	216,509	218,457	218,457	229,442	
114 Overtime	38	10	0	0	0	
115 Longevity Pay	1,692	2,028	2,124	2,124	2,460	
117 Temporary/Seasonal	0	0	0	1,740	1,740	
118 Insurance Allowance	2,340	1,777	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>222,695</b>	<b>220,323</b>	<b>221,781</b>	<b>223,521</b>	<b>234,842</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	16,066	16,260	17,016	17,150	17,885	
122 Workers Compensation	675	603	621	626	571	
123 State Unemployment Tax	504	2,106	599	65	1,859	
124 TMRS	29,803	28,223	28,593	28,593	30,437	
126 Health Insurance	21,661	24,750	31,103	31,103	36,275	
127 Dental Insurance	1,486	1,562	1,765	1,700	1,775	
128 Long Term Disability	900	581	655	655	672	
<b>SUB-TOTAL</b>	<b>71,095</b>	<b>74,085</b>	<b>80,352</b>	<b>79,892</b>	<b>89,474</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	0	20	0	0	0	
142 Professional Conferences	462	492	540	546	600	
143 Membership/Dues	653	977	1,060	983	1,145	
144 Subscriptions & Books	0	0	0	0	2,185	
146 Training-Transportation	0	239	262	262	216	
147 Training-Lodging	0	668	1,320	1,320	1,500	
148 Training-Meals	0	63	210	210	280	
<b>SUB-TOTAL</b>	<b>1,115</b>	<b>2,459</b>	<b>3,392</b>	<b>3,321</b>	<b>5,926</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>294,905</b>	<b>296,868</b>	<b>305,525</b>	<b>306,734</b>	<b>330,242</b>	<b>8.1%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	8,122	7,187	7,892	7,892	8,388	
214 Computer Supplies	997	2,009	2,400	2,400	2,400	
215 Postage	731	621	800	800	850	
217 Office Security	420	420	450	912	912	
<b>SUB-TOTAL</b>	<b>10,270</b>	<b>10,237</b>	<b>11,542</b>	<b>12,004</b>	<b>12,550</b>	
<b>OPERATIONAL EQUIPMENT</b>						
252 Medical Supplies	46	87	100	100	100	
269 Other Equipment	848	0	720	720	0	
<b>SUB-TOTAL</b>	<b>894</b>	<b>87</b>	<b>820</b>	<b>820</b>	<b>100</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>11,164</b>	<b>10,324</b>	<b>12,362</b>	<b>12,824</b>	<b>12,650</b>	<b>2.3%</b>
<b>UTILITIES</b>						
321 Light & Power	46,297	27,718	33,349	29,200	29,200	
322 Natural Gas/Propane	1,591	799	1,400	1,400	900	
323 Truck Telephone System	4,076	3,647	4,000	4,000	4,000	
324 Cell phones	0	300	600	600	600	
<b>TOTAL FACILITIES OPERATION</b>	<b>51,964</b>	<b>32,464</b>	<b>39,349</b>	<b>35,200</b>	<b>34,700</b>	<b>-11.8%</b>
<b>OFFICE EQUIPMENT</b>						
462 Office Equip Maint/Repair	770	784	700	850	700	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>770</b>	<b>784</b>	<b>700</b>	<b>850</b>	<b>700</b>	<b>0.0%</b>

**PUBLIC LIBRARY**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
532 Software Maint/License	3,820	3,770	4,600	4,600	4,600	
536 Extended Warranty-Maint	1,534	1,577	1,700	1,577	1,700	
539 Other Contract Services	3,198	3,098	8,174	8,174	1,155	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>8,552</b>	<b>8,445</b>	<b>14,474</b>	<b>14,351</b>	<b>7,455</b>	<b>-48.5%</b>
<b>OFFICE FURNITURE/EQUIPMENT</b>						
718 Library Books	43,513	43,741	42,000	42,000	43,000	
<b>TOTAL CAPITAL OUTLAY</b>	<b>43,513</b>	<b>43,741</b>	<b>42,000</b>	<b>42,000</b>	<b>43,000</b>	<b>2.4%</b>
<b>GRAND TOTALS</b>	<b>410,868</b>	<b>392,625</b>	<b>414,410</b>	<b>411,959</b>	<b>428,747</b>	<b>3.5%</b>

## FIRE DEPARTMENT

### Department Description

The Fire Department provides Fire, Emergency Medical, Rescue, Emergency Management, Hazardous Materials responses, Fire Prevention Education, Fire Investigations, and Code Enforcement as an essential service our community has grown to depend upon. Through the leadership of our Department Head, Fire Marshal, administrative staff, and company officers, we provide a professional, efficient, and effective service to all in need. The fire department provides a quality firefighting force and resources necessary to obtain our main objectives of “Serving with Pride, Taking Ownership, Seeking Excellence and Making a Difference” as we serve the citizens of Taylor.

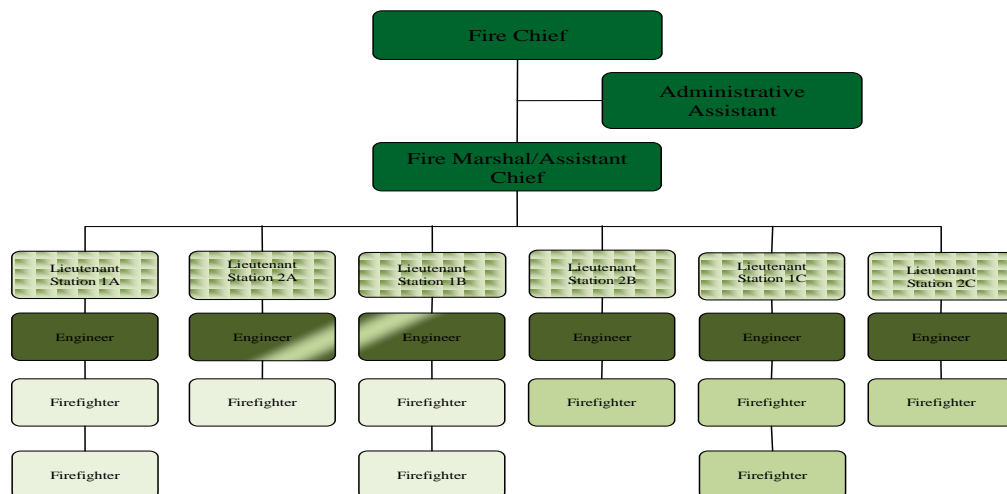
The employees of the Fire Department are our greatest assets. Training is a vital component of retaining valued employees. Because the fire service is in a constant state of change, training is essential. It maintains our annual requirements with the Texas Commission on Fire Protection, the Texas Department of Health and Human Services, the National Fire Protection Association, State & Federal Emergency Management Agencies, along with other state and federal agencies.

The department continues to seek ways to work smarter and more efficiently with a strong and constant emphasis on firefighter safety and survival.

### Mission Statement

It is the mission of the Taylor Fire Department to deliver timely, effective, courteous service and professional protection from any and all hazards that may occur in our community. We shall protect lives and property by mitigating and/or resolving emergencies threatening the wellness of our citizens and by preventing emergencies from occurring. We will do so with pride, taking ownership of our decisions and responsibilities and except nothing less than excellence as we strive to make a difference in our community.

**Taylor Fire Department Operational Flow Chart**



## **FY2012-13 Accomplishments**

- Responded to over 1674 calls for service with three minor firefighter injuries and minimal equipment loss.
- Aggressively sought a cohesive and seamless working relationship with our Building Department partners to follow the newly adopted fire/building codes in a consistent and fair manner.
- Achieved an improved Public Protection Class Rating (ISO) from a 4 to a high 3 and continued efforts towards further improvement to a rating of 2, subsequently reducing annual insurance cost to every business and homeowner.
- Completed implementation of our Fire Hydrant Maintenance Program. Flow tested, serviced, numbered and painted each hydrant and placed data into our response matrix and CAD data base.
- Successfully fought for improved portable and mobile radio coverage for our area by petitioning the Commissioners Court to approve a new communications aerial tower south of the loop on Hwy 95. That project is currently under construction at a cost of 1.13 million dollars and will serve the Taylor Fire Department, Police Department, EMS, Sheriffs Officers and the cities of Hutto, Thrall and Copeland.
- Completed our wild land training initiative and purchased new Wildland gear and components for each member of the department.
- Successfully negotiated with the County to host our fire reporting data which would also include all maintenance and software upgrades and thus freeing up much needed space on the city servers. This will eventually move to a web based program.
- Hosted and delivered TCFP Approved, Fire Instructor I training and certification for 5 of our members and 3 members from other area departments. All students passed their state certification test in the mid to high 90 percentile.
- Trained 3 more members as TCFP Certified Hazardous Materials Technicians to further support our goal of having 100% of our members hold this type training and certification. We are currently at 70% of that goal.
- Furthered our relationships with the cities of Round Rock, Georgetown and Cedar Park to enhance development of the Wildland Strike Team that would respond statewide at the request of the Governor of the State of Texas. All companies train together on a regular basis and maintain “like resources” and operating guidelines.
- Sent our Fire Marshal/Assistant Chief to the Texas Fire Chiefs Academy, Saint Edwards University, Austin. This is a two year program and tuition is supplemented approximately 73% by grant funding.
- Sent two of our company officers to Leadership Development Training in Frisco Texas. The 3 day seminar was free and our Chief also served as a guest lecturer.
- Conducted fire extinguisher safety classes to businesses and organizations throughout the city.
- Educated over 2,400 Day Care through 5<sup>th</sup> Grade students in Home and Fire Safety.
- Added additional Standard Operating Guidelines and performance standards to the departments SOG’s and Procedural Manuals.
- Purchased 1400 foot of 5” supply line hose to replace worn or outdated hose that could no longer pass annual testing.

- Maintained the smoke detector program by adding another 150 units paid for through a grant offered by local insurance companies.
- Conducted over 600 inspections and re-inspections in businesses throughout the city to ensure a safer environment for our citizens. This is a 50% INCREASE over last year..
- Built upon our enhanced Customer Follow-up Program for those affected by disasters or tragic loss.
- Completed our first Annual Physician Fiscal's program at Scott and White Hospital. This brings us into compliance with national and state standards as well as NFPA recommendations. All members passed with a rating of Good, Exceptional or Superior.
- Our Honor Guard assisted with 5 firefighter funerals throughout the state and were the first to be called to assist after the tragedy in West.
- Continued our support of the "Pink Heals" cancer awareness national tour.
- Completed our planning and development of our first ever Citizens Fire Academy which will begin in September 2013.

### **Progress on FY2011-12 Objectives**

- Continuing progress towards second phase of program to reduce the city PPC rating from a 3 to a 2.
- Continued to identify grant opportunities.
- Continued to work with local businesses to host fire prevention education.
- Continued fire safety code inspections at businesses throughout the city.
- Educated the public on general safety tips, fire prevention, and handling of emergencies in the workplace and the home.
- Continued to upgrade our training program.
- Continued to work on our goal towards every department member holding TCFP Hazardous Materials Technician certification.
- Implemented full MCT (Mobile data terminals) in first due AND reserve response vehicles.
- Offered fee-based training to other departments taught by our department members.
- Enhanced exposure and utilization of our dedicated Honor Guard program.

### **FY2013-14 Goals and Objectives**

- Continue to provide quality service and care to the citizens we serve.
- Develop specifications for much needed apparatus to replace outdated fleet.
- Begin aggressive planning for future station locations and needs.
- Establish plan to handle increased calls for service as our city and county continue to grow.
- Enhance our training program to widen the scope of training and provide additional specialized services and training and, to offer that training to our mutual and automatic aid partners.
- Certify six additional members as TCFP Haz-Mat technicians.
- Continue to reduce the city's ISO rating and achieve a PPC rating of 2.
- Continue to expand the fire prevention education program.
- Continue to educate and inform our business owners on ways to reduce the number of code violations in businesses throughout the city to ensure a safer environment for our citizens.



- Continue to improve our fire investigation program.
- Develop a five and ten year strategic plan that addresses anticipated growth and needs of our community and citizens.
- Provide an annual report to staff and citizens

#### Position Control- Listing of Authorized Positions

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Proposed	2012- 13	2013- 14	Difference
#123	Fire Chief/Marshall	#01	F	Sal.	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00
#128	Assistant Fire Chief	#01	F	Sal.	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00
#513	Fire Lieutenant	#04	F	Hr.	CS Pay Plan	FL	FL	6.00	6.00	0.00
#515	Driver/Operator	#04	F	Hr.	CS Pay Plan	DO	DO	6.00	6.00	0.00
#512	Fire Fighter EMT	#04	F	Hr.	CS Pay Plan	FF	FF	9.00	9.00	0.00
#611	Admin. Asst. Fire Dept.	#06	F	Hr.	A-1	19	19	1.00	1.00	0.00
<b>F=Full Time</b>				<b>PT=</b>	<b>Permanent Part-</b>	<b>Time</b>	<b>Total</b>	<b>24.00</b>	<b>24.00</b>	<b>0.00</b>

<b>PERFORMANCE MEASURES</b>	<b>FY2010-11 ACTUAL</b>	<b>FY 2011-12 ACTUAL</b>	<b>FY 2012-13 PROJECTED</b>	<b>FY2013-14 TARGET</b>
<b>OUTPUTS</b>				
# of Fire Related Responses	197	169	148	155
# of Emergency Medical Services (EMS)	1,109	1,201	1,601	1,753
# of Other Response Calls	532	423	418	445
Total Request for Emergency Services	1,838	1,793	2,167	2,353
<b>EFFICIENCIES</b>				
Fire and EMS cost per capital	\$ 94	\$ 92	\$ 110	\$ 114
<b>EFFECTIVENESS</b>				
% of Responses within the City under 5 minutes	86-90%	88-91%	85-90%	88-91%

**FIRE**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	1,064,208	1,041,194	1,047,499	1,034,793	1,114,737	
114 Overtime	53,102	81,282	47,000	88,000	89,000	
115 Longevity Pay	9,954	8,220	9,792	9,648	10,128	
117 Temporary/Seasonal	0	326	0	3,806	3,915	
118 Insurance Allowance	1,210	1,200	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>1,128,474</b>	<b>1,132,222</b>	<b>1,105,491</b>	<b>1,137,447</b>	<b>1,218,980</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	82,826	82,842	85,269	87,252	93,508	
122 Workers Compensation	22,863	21,491	21,494	21,237	19,476	
123 State Unemployment Tax	1,800	6,338	2,052	220	6,487	
124 TMRS	152,561	145,111	143,351	146,241	158,677	
126 Health Insurance	99,728	108,774	119,229	117,024	139,232	
127 Dental Insurance	4,953	5,302	5,800	5,486	5,832	
128 Long Term Disability	4,245	2,849	3,142	3,104	3,344	
<b>SUB-TOTAL</b>	<b>368,976</b>	<b>372,707</b>	<b>380,337</b>	<b>380,564</b>	<b>426,556</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	8,361	11,241	12,940	15,338	12,900	
133 Business-Transportation	0	16	50	50	70	
135 Business Meals	719	573	750	750	750	
<b>SUB-TOTAL</b>	<b>9,080</b>	<b>11,830</b>	<b>13,740</b>	<b>16,138</b>	<b>13,720</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	6,043	11,043	9,450	8,450	11,500	
142 Professional Conferences	275	565	945	945	1,000	
143 Membership/Dues	559	823	1,000	925	1,200	
144 Subscriptions & Books	1,029	1,325	1,150	750	1,100	
145 Tuition	0	0	600	1,000	600	
146 Training-Transportation	0	185	52	695	750	
147 Training-Lodging	351	951	3,940	3,200	3,700	
148 Training-Meals	170	641	1,160	1,235	1,200	
<b>SUB-TOTAL</b>	<b>8,427</b>	<b>15,533</b>	<b>18,297</b>	<b>17,200</b>	<b>21,050</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>1,514,957</b>	<b>1,532,292</b>	<b>1,517,865</b>	<b>1,551,349</b>	<b>1,680,306</b>	<b>10.7%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	1,949	1,971	1,500	1,400	1,500	
213 Photographic Supplies	0	0	1,150	100	100	
214 Computer Supplies	1,299	564	1,200	800	600	
215 Postage	76	196	300	300	300	
<b>SUB-TOTAL</b>	<b>3,324</b>	<b>2,730</b>	<b>4,150</b>	<b>2,600</b>	<b>2,500</b>	
<b>CONSTRUCTION SUPPLIES</b>						
226 Misc Hardware	0	0	400	400	200	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>400</b>	<b>200</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	49	127	1,300	2,516	2,500	
233 City Sponsored Events	0	0	400	204	400	
<b>SUB-TOTAL</b>	<b>49</b>	<b>127</b>	<b>1,700</b>	<b>2,720</b>	<b>2,900</b>	
<b>PUBLIC SAFETY SUPPLIES</b>						
247 Turnout Protective Gear	12,415	16,133	17,576	17,800	17,950	
248 Household Supplies	665	689	400	300	450	
249 Fire Prevention Supplies	1,476	1,225	1,800	1,800	1,875	
<b>SUB-TOTAL</b>	<b>14,556</b>	<b>18,047</b>	<b>19,776</b>	<b>19,900</b>	<b>20,275</b>	

**FIRE**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	1,313	1,406	1,200	1,200	1,450	
253 Chemicals	297	839	1,540	1,540	1,500	
255 Recreation/Sports Equip.	0	19	600	100	600	
256 Minor Tools/Instruments	7,648	4,117	10,600	9,600	10,500	
259 Misc. Supplies	5,405	4,492	5,123	4,623	5,500	
<b>SUB-TOTAL</b>	<b>14,663</b>	<b>10,874</b>	<b>19,063</b>	<b>17,063</b>	<b>19,550</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	113	745	1,500	1,000	4,500	
262 Communication Equip.	0	0	0	2,470	4,753	
263 Photographic Equipment	0	0	0	415	0	
264 Computer Accessories	0	0	195	195	150	
265 Instruments/Apparatus	11,736	8,414	11,490	21,148	17,995	
267 Computers	1,252	1,391	1,800	3,129	1,800	
269 Other Office Equipment	2,689	0	0	0	0	
271 Grounds Keeping Equipment	0	0	700	700	1,100	
<b>SUB-TOTAL</b>	<b>15,790</b>	<b>10,550</b>	<b>15,685</b>	<b>29,057</b>	<b>30,298</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>48,382</b>	<b>42,329</b>	<b>60,774</b>	<b>71,740</b>	<b>75,723</b>	<b>24.6%</b>
<b>FACILITY RENTAL</b>						
311 Long Term Lease	4,568	7,642	0	0	0	
313 Short Term Rental	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>4,568</b>	<b>7,642</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>UTILITIES</b>						
321 Light & Power	23,750	16,708	18,437	17,000	17,000	
322 Natural Gas/Propane	3,867	3,414	6,000	3,500	3,500	
323 Truck Telephone System	4,758	5,226	1,250	5,500	5,300	
324 Cell Phones	1,638	2,435	1,920	2,800	2,800	
325 Pagers	450	95	0	0	0	
326 Wireless Data Services	0	0	3,648	3,648	4,560	
<b>SUB-TOTAL</b>	<b>34,463</b>	<b>27,879</b>	<b>31,255</b>	<b>32,448</b>	<b>33,160</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
349 Misc Repairs/Maint	0	0	850	850	800	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>850</b>	<b>850</b>	<b>800</b>	
<b>JANITORIAL SUPPLIES</b>						
352 Cleaning Supplies	0	365	185	185	200	
<b>SUB-TOTAL</b>	<b>0</b>	<b>365</b>	<b>185</b>	<b>185</b>	<b>200</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>39,031</b>	<b>35,886</b>	<b>32,290</b>	<b>33,483</b>	<b>34,160</b>	<b>5.8%</b>
<b>EQUIPMENT RENTAL</b>						
412 Light Equipment Rental	0	0	2,000	2,000	4,100	
414 Motor Vehicle Rental	43,249	8,500	13,068	13,068	13,665	
415 Trucks, Heavy Equip Rental	73,259	79,251	109,086	111,086	126,373	
419 Replacement Fund Contrib.	0	0	28,815	28,815	48,121	
<b>SUB-TOTAL</b>	<b>116,508</b>	<b>87,751</b>	<b>152,969</b>	<b>154,969</b>	<b>192,259</b>	
<b>FIXED EQUIPMENT MAINTENANCE</b>						
436 OtherEquipment Maint.	1,081	0	0	0	0	
<b>SUB-TOTAL</b>	<b>1,081</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>117,589</b>	<b>87,751</b>	<b>152,969</b>	<b>154,969</b>	<b>192,259</b>	<b>25.7%</b>

**FIRE**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
523 Outside Printing	489	405	1,500	1,000	1,150	
524 Laundry and Cleaning	0	170	300	300	400	
526 Testing/Cert. Permits	6,956	8,309	9,020	7,170	8,450	
527 Delivery, Courier Svcs.	292	479	250	550	500	
532 Software Maint./License	0	340	2,500	2,500	2,500	
539 Other Contract Services	15,332	13,570	18,390	24,900	23,980	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>23,069</b>	<b>23,274</b>	<b>31,960</b>	<b>36,420</b>	<b>36,980</b>	<b>15.7%</b>
<b>OFFICE FURNITURE/EQUIPMENT</b>						
712 Communication Equipment	0	22,045	9,025	5,633	0	
717 Instruments/Apparatus	0	0	0	0	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>22,045</b>	<b>9,025</b>	<b>5,633</b>	<b>0</b>	<b>-100.0%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
820 Civil Service SL Transfer	5,306	3,598	0	0	0	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>5,306</b>	<b>3,598</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>1,748,334</b>	<b>1,747,176</b>	<b>1,804,883</b>	<b>1,853,594</b>	<b>2,019,428</b>	<b>11.9%</b>

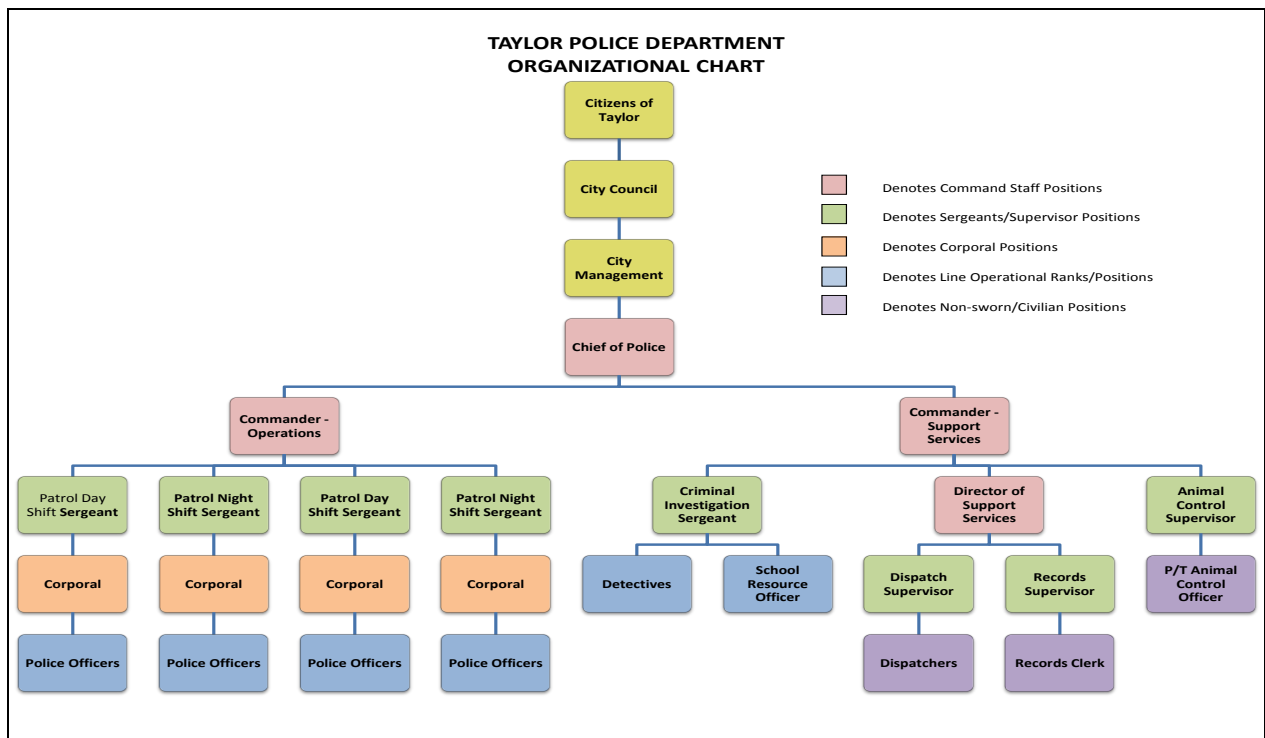
# Police Department

## Department Description

The Taylor Police Department is a progressive, values based organization that works in partnership with the community to address all issues that affect the quality of life, and in concert with stakeholders, seek to improve the quality of life for the residents, businesses, and visitors of the City of Taylor. We are full service law enforcement agency with our own dispatch/911 center.

From 1999 to present we have decreased the number of sworn personnel in the department from 30 to 27 and have still continued to maintain a low violent crime rate and a high clearance rate of Part I Crimes. The department's command structure and organizational chart has been flattened by reducing the number of classifications under the Police Chief from five to four; to include 2 appointed Commanders, 5 Sergeants, 4 Corporals, and 15 Police Officers. The staffing contains a minimal number of specialized positions, deploying 20 of our 27 officers (74%) to patrol duties.

It is the mission of the Taylor Police Department to provide the highest level of proactive and responsive service to the City of Taylor in partnership with neighborhoods and the entire community. We shall endeavor to detect and solve problems to thereby afford the citizens of Taylor the highest quality of life possible. This service shall be provided with honor, integrity and pride.



### **FY2012-13 Accomplishments**

- ❖ Selected and hired a new Chief of Police.
- ❖ Created a flatter command structure and organizational chart by reducing the number of classifications under the Chief of Police from five to four.
- ❖ Created the position of two appointed Police Commanders, as per Local Government Code Section 143.014.
- ❖ Filled a supervisory gap by adding the position of Sergeant to supervise the Criminal Investigation Detectives and School Resource Officer.
- ❖ The City of Taylor was a National Night Out- National Award Winner for ranking 5<sup>th</sup> in Texas and 30<sup>th</sup> in the nation for cities with populations of 15,000-49,999.
- ❖ Conducted and completed an expanded 27 week Citizen's Police Academy.
- ❖ Replaced and transitioned to a new standardized duty weapon and holster for all sworn personnel at minimal cost.
- ❖ Made Police facility improvements by renovation to the Patrol workstations, evidence work area, records, supply room, and obtained lockers for Patrol personnel that were placed in the old jail.
- ❖ Acquired a new server system for the Police Department.
- ❖ Patrol Officers have been equipped with Body CAM audio/video recorders that are worn on the police uniform and records where the in-car dash mounted cameras cannot.
- ❖ A new Patrol Standard Operating Procedure (S.O.P) manual has been developed and distributed to all Patrol Personnel.
- ❖ Commissioned the Texas Police Chiefs Association to conduct an Operational Review of the Taylor Police Department.

### **FY2013-14 Goals and Objectives**

- ❖ Implement 50% of the 19 Recommendations and 20 Opportunities for Improvement in FY 2013-14, as listed in the Texas Police Chiefs Association Operational Review of the Taylor Police Department.
- ❖ Conduct a complete inventory of the Property Rooms and destruction of unneeded items; and removal of non-property items from the rooms.
- ❖ Increase participation by 5% in the National Night Out Program with the objective of attaining the highest possible ranking to become a National Award Winner.
- ❖ Continue to conduct the Citizen's Police Academy with expanded field trips as well as realigning the scheduling of the course into four modules.
- ❖ Reduce the number of Burglary of Motor Vehicles by 5% using a five prong approach of public education, improved evidence collection to lead to a higher clearance rate, crime analysis, improved recovery of stolen property, and increased juvenile curfew enforcement.

### Position Control-Listing of Authorized Position

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Adopted	2012- 13	2013- 14	Difference	
#112	Police Chief	#01	F	Sal.	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00	
#543	Police Commander	#02	F	Hr.	NonCS Pay Plan	CMD	CMD	2.00	2.00	0.00	
#525	Sergeant-Patrol	#04	F	Hr.	CS Pay Plan	SGT	SGT	5.00	5.00	0.00	
#524	Corporal- Patrol	#04	F	Hr.	CS Pay Plan	CO	CO	4.00	4.00	0.00	
#522	Police Officer/Police										
#522	Recruit	#04	F	Hr.	CS Pay Plan	PO	PO	15.00	15.00	0.00	
#311	Communications Supv.	#06	F	Hr.	A-1	23	23	1.00	1.00	0.00	
#621	Communications										
#621	Officer	#06	F	Hr.	A-1	18	18	4.00	4.00	0.00	
#239	Support Services										
#239	Admin.	#01	F	Sal.	Mgmt. Pay Plan	M-1	M-1	1.00	1.00	0.00	
#312	Records Supervisor	#06	F	Hr.	A-1	20	20	1.00	1.00	0.00	
#622	Records Clerk	#06	F	Hr.	A-1	14	14	1.00	1.00	0.00	
* F = Full Time    PPT = Permanent Part time								Total	35.00	35.00	0.00

PERFORMANCE MEASURES	FY2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY2013-14 TARGET
<b>INPUTS:</b>				
# of full-time employees	37	35	35	35
# of part-time employees	1	1	1	1
<b>OUTPUTS:</b>				
Offense Reports- Total	1,769	1,922	2,022	2,100
Arrests	557	643	630	650
Calls for Service	15,627	14,528	16,548	17,000
Traffic Stops	6,347	4,356	5,898	6,000
Citations	3,674	3,039	4,209	4,500
Accidents	394	371	309	300
<b>EFFECTIVENESS:</b>				
Clearance Rate for Part I Offenses	36%	36%	36%	37%
<b>EFFICIENCIES:</b>				
Patrol Staffing as a % of sworn officers	81%	81%	74%	74%
Classifications under Police Chief	5	5	4	4

**POLICE**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	1,583,366	1,386,566	1,457,445	1,496,002	1,673,838	
114 Overtime	37,274	52,730	37,260	37,260	40,065	
115 Longevity Pay	17,372	14,016	14,160	13,964	14,784	
118 Insurance Allowance	1,450	3,161	3,600	3,600	3,600	
<b>SUB-TOTAL</b>	<b>1,639,462</b>	<b>1,456,472</b>	<b>1,512,465</b>	<b>1,550,826</b>	<b>1,732,287</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	120,988	107,490	116,038	118,828	132,568	
122 Workers Compensation	39,403	31,789	30,577	31,471	30,221	
123 State Unemployment Tax	2,520	9,285	2,822	324	9,293	
124 TMRS	221,417	187,086	195,111	199,805	225,679	
126 Health Insurance	138,219	132,585	160,700	160,197	211,670	
127 Dental Insurance	6,865	6,497	7,818	7,510	8,621	
128 Long Term Disability	6,327	3,711	4,372	4,482	5,022	
<b>SUB-TOTAL</b>	<b>535,739</b>	<b>478,444</b>	<b>517,438</b>	<b>522,617</b>	<b>623,074</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	9,714	18,125	9,170	11,770	15,300	
<b>SUB-TOTAL</b>	<b>9,714</b>	<b>18,125</b>	<b>9,170</b>	<b>11,770</b>	<b>15,300</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	907	5,233	4,120	4,120	5,768	
142 Professional Conferences	0	0	0	0	1,195	
143 Membership/Dues	367	552	567	552	607	
144 Subscriptions & Books	931	937	990	967	1,790	
145 Tuition	0	0	0	175	175	
146 Training-Transportation	0	59	60	60	100	
147 Training-Lodging	530	1,285	1,000	1,475	2,405	
148 Training-Meals	236	636	300	950	1,078	
<b>SUB-TOTAL</b>	<b>2,971</b>	<b>8,702</b>	<b>7,037</b>	<b>8,299</b>	<b>13,118</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>2,187,886</b>	<b>1,961,743</b>	<b>2,046,110</b>	<b>2,093,512</b>	<b>2,383,779</b>	<b>16.5%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	7,809	8,997	7,500	7,500	7,175	
213 Photographic Supplies	0	1,078	290	290	440	
214 Computer Supplies	1,873	2,093	1,800	2,317	3,500	
215 Postage	1,050	545	1,600	1,600	1,600	
<b>SUB-TOTAL</b>	<b>10,732</b>	<b>12,713</b>	<b>11,190</b>	<b>11,707</b>	<b>12,715</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	555	1,218	1,500	1,500	1,500	
236 Misc. Occassions	5,914	3,985	5,500	5,500	5,500	
<b>SUB-TOTAL</b>	<b>6,469</b>	<b>5,203</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	
<b>PUBLIC SAFETY SUPPLIES</b>						
242 Fire Arms Supplies	2,596	4,003	6,000	6,000	7,079	
243 Investigation Supplies	1,851	2,293	2,350	2,350	1,500	
<b>SUB-TOTAL</b>	<b>4,447</b>	<b>6,296</b>	<b>8,350</b>	<b>8,350</b>	<b>8,579</b>	
<b>SPECIALTY SUPPLIES</b>						
256 Minor Tools/Instruments	1,682	11,497	1,700	1,700	3,380	
259 Misc. Supplies	2,850	1,945	2,600	7,145	2,600	
<b>SUB-TOTAL</b>	<b>4,532</b>	<b>13,442</b>	<b>4,300</b>	<b>8,845</b>	<b>5,980</b>	



**POLICE**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	0	0	0	0	980	
264 Computer Accessories	0	899	0	2,130	0	
267 Computers	3,761	1,527	0	16,430	0	
269 Other Office Equipment	303	0	200	4,999	1,070	
<b>SUB-TOTAL</b>	<b>4,064</b>	<b>2,426</b>	<b>200</b>	<b>23,559</b>	<b>2,050</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>30,244</b>	<b>40,079</b>	<b>31,040</b>	<b>59,461</b>	<b>36,324</b>	<b>17.0%</b>
<b>FACILITY RENTAL</b>						
311 Long Term Lease	8,505	14,175	0	0	0	
<b>SUB-TOTAL</b>	<b>8,505</b>	<b>14,175</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>UTILITIES</b>						
321 Light & Power	26,755	18,806	19,630	19,500	19,500	
323 Truck Telephone System	11,735	9,314	10,200	10,200	10,200	
324 Cell Phones	5,658	5,757	4,200	5,800	6,226	
325 Pagers	185	210	0	250	192	
326 Wireless Data Services	6,151	5,634	5,500	5,500	5,500	
<b>SUB-TOTAL</b>	<b>50,484</b>	<b>39,721</b>	<b>39,530</b>	<b>41,250</b>	<b>41,618</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>58,989</b>	<b>53,896</b>	<b>39,530</b>	<b>41,250</b>	<b>41,618</b>	<b>5.3%</b>
<b>EQUIPMENT RENTAL</b>						
414 Motor Vehicle Rental	164,570	164,738	143,754	145,476	150,316	
419 Replacement Fund Contrib.	0	0	0	157,732	22,156	
<b>SUB-TOTAL</b>	<b>164,570</b>	<b>164,738</b>	<b>143,754</b>	<b>303,208</b>	<b>172,472</b>	
<b>OFFICE EQUIPMENT</b>						
462 Office Equip Maint/Repair	3,782	3,223	4,000	6,400	4,000	
<b>SUB-TOTAL</b>	<b>3,782</b>	<b>3,223</b>	<b>4,000</b>	<b>6,400</b>	<b>4,000</b>	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>168,352</b>	<b>167,961</b>	<b>147,754</b>	<b>309,608</b>	<b>176,472</b>	<b>19.4%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
514 Medical Services	2,941	6,532	7,500	7,500	7,500	
523 Outside Printing	1,511	3,052	2,475	2,475	3,345	
524 Laundry & Cleaning	490	0	0	0	0	
532 Software Licence/Maint	0	0	0	7,581	1,750	
539 Other Contract Services	20,630	59,258	66,186	61,186	54,022	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>25,572</b>	<b>68,842</b>	<b>76,161</b>	<b>78,742</b>	<b>66,617</b>	<b>-12.5%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
819 Other Contributions	0	15,000	15,000	15,000	15,000	
820 Civil Service SL Transfer	5,306	18,006	0	0	0	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>5,306</b>	<b>33,006</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>2,476,349</b>	<b>2,325,527</b>	<b>2,355,595</b>	<b>2,597,573</b>	<b>2,719,810</b>	<b>15.5%</b>

**ANIMAL CONTROL**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	39,521	42,602	41,818	41,818	43,935	
114 Overtime	1,782	6,325	4,536	4,536	4,536	
115 Longevity Pay	432	480	528	528	576	
117 Temporary/Seasonal	12,300	11,880	12,797	12,797	13,445	
<b>SUB-TOTAL</b>	<b>54,035</b>	<b>61,286</b>	<b>59,679</b>	<b>59,679</b>	<b>62,492</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	4,055	4,283	4,575	4,575	4,791	
122 Workers Compensation	1,273	1,320	1,401	1,401	1,299	
123 State Unemployment Tax	126	554	171	18	531	
124 TMRS	5,574	6,303	6,044	6,044	6,404	
126 Health Insurance	4,274	4,752	5,184	5,184	5,976	
127 Dental Insurance	212	231	252	243	254	
128 Long Term Disability	162	115	125	125	132	
<b>SUB-TOTAL</b>	<b>15,676</b>	<b>17,558</b>	<b>17,752</b>	<b>17,590</b>	<b>19,387</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	576	564	659	659	659	
<b>SUB-TOTAL</b>	<b>576</b>	<b>564</b>	<b>659</b>	<b>659</b>	<b>659</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	0	300	270	270	325	
147 Training-Lodging	0	0	0	425	0	
148 Training-Meals	0	0	80	80	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>300</b>	<b>350</b>	<b>775</b>	<b>325</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>70,287</b>	<b>79,708</b>	<b>78,440</b>	<b>78,703</b>	<b>82,863</b>	<b>5.6%</b>
<b>SPECIALTY SUPPLIES</b>						
253 Chemicals	0	0	0	0	0	
256 Minor Tools/Instruments	361	444	450	450	450	
259 Misc. Supplies	4,341	6,434	5,000	5,000	4,550	
<b>SUB-TOTAL</b>	<b>4,702</b>	<b>6,878</b>	<b>5,450</b>	<b>5,450</b>	<b>5,000</b>	
<b>OPERATIONAL EQUIPMENT</b>						
262 Communication Equipment	0	0	0	0	0	
269 Other Office Equip	0	0	0	0	7,000	
278 Animal Control Devices	850	884	900	5,900	900	
<b>SUB-TOTAL</b>	<b>850</b>	<b>884</b>	<b>900</b>	<b>5,900</b>	<b>7,900</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>5,552</b>	<b>7,761</b>	<b>6,350</b>	<b>11,350</b>	<b>12,900</b>	<b>103.1%</b>
<b>FACILITY RENTAL</b>						
313 Short Term Rental	0	450	900	900	900	
<b>SUB-TOTAL</b>	<b>0</b>	<b>450</b>	<b>900</b>	<b>900</b>	<b>900</b>	
<b>UTILITIES</b>						
321 Light & Power	3,978	2,757	3,150	2,800	2,800	
323 Trunk Telephone System	821	1,227	1,120	1,265	1,265	
324 Cell Phones	466	689	600	680	680	
<b>SUB-TOTAL</b>	<b>5,265</b>	<b>4,673</b>	<b>4,870</b>	<b>4,745</b>	<b>4,745</b>	
<b>JANITORIAL SUPPLIES/SVC</b>						
352 Cleaning Supplies	1,280	2,304	2,500	2,500	2,500	
<b>SUB-TOTAL</b>	<b>1,280</b>	<b>2,304</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>6,545</b>	<b>7,427</b>	<b>8,270</b>	<b>8,145</b>	<b>8,145</b>	<b>-1.5%</b>

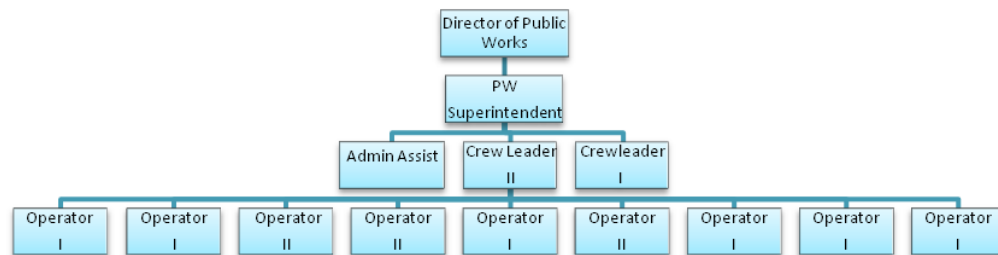
# ANIMAL CONTROL

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
EQUIPMENT RENTAL						
414 Motor Vehicle Rental	6,137	7,000	13,068	13,568	13,655	
419 Replacement Fund Contrib.	0	0	0	0	0	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>6,137</b>	<b>7,000</b>	<b>13,068</b>	<b>13,568</b>	<b>13,655</b>	<b>4.5%</b>
CONTRACT SERVICES & FEES						
515 Veterinarian Services	6,074	7,244	7,500	7,500	7,500	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>6,074</b>	<b>7,244</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>94,595</b>	<b>109,141</b>	<b>113,628</b>	<b>119,266</b>	<b>125,063</b>	<b>10.1%</b>

## Street/Grounds Maintenance Department

### Department Description

The Street / Grounds Division is responsible for maintaining city streets, drainage ways, sidewalks, alleys, street signs, pavement markings, parkland, municipal airport, public properties and the city cemetery.



### Mission Statement

The Street /Grounds Department will continue to improve and provide the highest level of customer service to the citizens of Taylor.

The Street/Grounds Division provides the traveling public with

- High level of customer service to the citizens of Taylor.
- Protecting the investment of the public streets through adequate repairs and preventive maintenance.
- Responding to hazardous and inclement conditions in a timely manner.
- Repairing and updating all street signs.
- Proper drainage maintenance to insure the protection of the citizen's property.
- Citizen Issue Resolution

### **FY 2012-2013 Accomplishments**

- Coordinated and assisted the annual Fall Cleanup.
- Assisted Spooktacular.
- Coordinated and assisted the annual Spring Cleanup.
- Maintain the recycling center.
- Assisted the Zest Fest.
- Continued with street repairs and drainage issues on several city streets and right a ways.
- Staff is licensed to administer herbicide to remove curbside grass.
- Staff maintains CDL licenses and certifications.
- Coordinated and assisted the placement of Christmas lights downtown.

## Progress on FY 2012-2013

- Coordinated street closures for Halloween Spectacular 2012 and Zest Fest 2013.
- Fall and Spring Cleanup.
- Continuous progress on crack sealing.
- Continuous progress on expanding the Public Works Department and taking on new tasks.
- Continuous prompt and courteous service to all citizens of Taylor.

## FY 2013-2014 Goals and Objectives

- Provide prompt and courteous service to all citizens of Taylor.
- Protect the investment of the public streets through adequate repair and preventive maintenance.
- Continue with our crack seal program.
- To continue filling all Street/Grounds Maintenance Division positions so we can keep up with the demands and tasks necessary to provide and insure safe traveling for the citizens of Taylor.
- To expand our department and take on new tasks as needed.
- Continue training and safety programs needed to provide employees with the latest regulations and standards needed for their jobs.
- Continue to cross train employees in various aspects of job.

## Position Control-Listing of Authorized Positions

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012- 13	2013- 14	Difference
#111	Public Works Director	#01	F	Sal.	Exec. Pay Plan	---	E-1	0.00	1.00	1.00
#205	Public Works Supt.	#01	F	Sal.	Mgmt Pay Plan	M-1	M-1	1.00	1.00	0.00
#611	Admin. Asst.	#06	F	Hr.	A-1	19	19	1.00	1.00	0.00
#322	Crew Leader II	#07	F	Hr.	A-1	22	22	1.00	1.00	0.00
#323	Crew Leader	#07	F	Hr.	A-1	20	20	1.00	1.00	0.00
#441	Equipment Operator III	#07	F	Hr.	A-1	18	18	1.00	1.00	0.00
#444	Equipment Operator II	#07	F	Hr.	A-1	16	16	2.00	2.00	0.00
#450	Equipment Operator I	#08	F	Hr.	A-1	15	15	6.00	6.00	0.00
* F = Full Time    PPT = Permanent Part time    Total								13.00	14.00	1.00

<b>PERFORMANCE MEASURES</b>	<b>FY2010-11 ACTUAL</b>	<b>FY 2011-12 ACTUAL</b>	<b>FY 2012-13 PROJECTED</b>	<b>FY2013-14 TARGET</b>
<b>INPUTS:</b>				
# of full-time employees	13	13	13	14
# of part-time employees	0	0	0	0
<b>OUTPUTS</b>				
Utility Cuts / Asphalt Failures	400 tons	400 tons	400 tons	500 tons
Sweeping Debris	540 yd/tons	550 yd/tons	550yd/tons	550yd/tons
Park Acreage	331	331	331	331
<b>EFFICIENCIES</b>				
Street miles maintained per employee	10	9	9	9.3
Street miles maintained	95.5	100	100	103
Park Acreage per employee	47	47	47	30
<b>EFFECTIVENESS</b>				
% Utility cuts repaired within 30 days	100%	100%	100%	100%
% Sweeping completed on schedule	95%	95%	85%	85%
% Park mowing within 25 days	85%	85%	90%	90%

## STREET AND GROUND MAINTENANCE

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	398,731	360,452	390,875	378,209	489,181	
114 Overtime	14,919	11,875	15,057	15,057	15,057	
115 Longevity Pay	4,320	4,176	4,704	4,560	5,088	
118 Insurance Allowance	1,599	1,200	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>419,569</b>	<b>377,702</b>	<b>411,836</b>	<b>399,026</b>	<b>510,526</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	31,374	28,352	31,611	30,612	39,168	
122 Workers Compensation	20,447	15,448	24,575	23,700	21,959	
123 State Unemployment Tax	975	3,507	1,112	119	3,717	
124 TMRS	56,352	48,317	53,123	51,438	66,662	
126 Health Insurance	58,318	49,513	62,207	59,072	77,976	
127 Dental Insurance	2,680	2,449	3,026	2,773	3,296	
128 Long Term Disability	1,638	961	1,173	1,135	1,438	
<b>SUB-TOTAL</b>	<b>171,784</b>	<b>148,546</b>	<b>176,827</b>	<b>168,849</b>	<b>214,216</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	1,791	3,039	4,170	4,170	4,170	
132 Uniform Rental	4,605	4,333	6,146	6,146	6,146	
<b>SUB-TOTAL</b>	<b>6,396</b>	<b>7,372</b>	<b>10,316</b>	<b>10,316</b>	<b>10,316</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	940	40	80	210	210	
142 Professional Conferences	0	0	0	0	530	
143 Membership/Dues	155	0	424	424	424	
146 Training-Transportation	0	240	36	36	550	
147 Training-Lodging	0	0	0	0	800	
148 Training-Meals	98	9	27	27	350	
<b>SUB-TOTAL</b>	<b>1,193</b>	<b>289</b>	<b>567</b>	<b>697</b>	<b>2,864</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>598,942</b>	<b>533,909</b>	<b>599,546</b>	<b>578,888</b>	<b>737,922</b>	<b>23.1%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	1,514	1,540	2,820	2,820	3,420	
215 Postage	0	0	0	0	50	
217 Office Security	0	2,433	600	830	1,104	
<b>SUB-TOTAL</b>	<b>1,514</b>	<b>3,973</b>	<b>3,420</b>	<b>3,650</b>	<b>4,574</b>	
<b>CONSTRUCTION SUPPLIES</b>						
221 Street Repair Materials	34,188	37,464	63,355	63,355	60,000	
222 Striping & Street Signs	7,955	7,838	10,420	10,420	10,420	
225 Sand & Gravel	2,953	2,770	3,450	0	0	
226 Misc. Hardware	546	297	992	992	992	
<b>SUB-TOTAL</b>	<b>45,642</b>	<b>48,368</b>	<b>78,217</b>	<b>74,767</b>	<b>71,412</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	319	799	825	825	825	
<b>SUB-TOTAL</b>	<b>319</b>	<b>799</b>	<b>825</b>	<b>825</b>	<b>825</b>	
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	525	729	880	880	880	
253 Chemicals	25,818	4,041	5,083	5,083	4,083	
254 Botanical/Landscape	4,561	4,850	5,000	5,000	10,535	
255 Sports Equipment	5,541	2,343	1,500	1,500	1,500	
256 Minor Tools/Instruments	174	175	540	540	540	
259 Misc. Supplies	2,252	2,622	2,500	2,500	2,500	
<b>SUB-TOTAL</b>	<b>38,871</b>	<b>14,760</b>	<b>15,503</b>	<b>15,503</b>	<b>20,038</b>	

## STREET AND GROUND MAINTENANCE

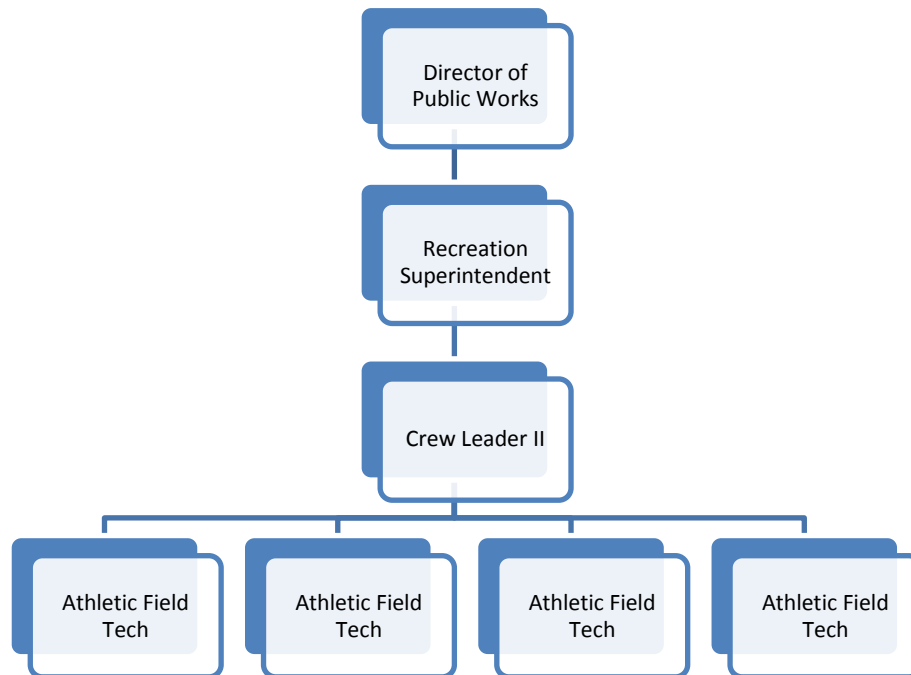
	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>OPERATIONAL EQUIPMENT</b>						
262 Communication Equipment	0	298	390	390	290	
267 Computers	1,298	0	0	0	1,400	
269 Other Office Equipment	154	0	0	0	0	
271 Grounds Keeping Equip	963	1,612	2,740	2,740	2,740	
272 Street Maint. Equipment	1,204	1,224	1,270	1,270	1,270	
279 Other Operational Equipment	918	1,101	1,300	1,300	1,305	
<b>SUB-TOTAL</b>	<b>4,537</b>	<b>4,235</b>	<b>5,700</b>	<b>5,700</b>	<b>7,005</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>90,883</b>	<b>72,135</b>	<b>103,665</b>	<b>100,445</b>	<b>103,854</b>	<b>0.2%</b>
<b>FACILITY RENTAL</b>						
311 Lone Term Lease	1,695	468	471	471	471	
312 Annual Lease	840	420	840	710	840	
313 Short Term Lease	5,470	2,860	4,760	4,760	3,767	
<b>SUB-TOTAL</b>	<b>8,005</b>	<b>3,747</b>	<b>6,071</b>	<b>5,941</b>	<b>5,078</b>	
<b>UTILITIES</b>						
321 Light & Power	172,184	74,769	77,450	77,450	77,450	
322 Natural Gas/Propane	960	658	1,350	1,350	850	
323 Truck Telephone System	4,036	3,576	3,600	3,600	3,600	
324 Cell Phones	1,543	1,956	1,700	1,700	2,300	
325 Pagers	727	268	0	0	0	
<b>SUB-TOTAL</b>	<b>179,450</b>	<b>81,227</b>	<b>84,100</b>	<b>84,100</b>	<b>84,200</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
349 Misc. Repairs/Maint.	37,272	13,187	14,000	14,000	13,000	
352 Cleaning Supplies	1,734	1,071	1,200	2,000	2,000	
<b>SUB-TOTAL</b>	<b>39,006</b>	<b>14,258</b>	<b>15,200</b>	<b>16,000</b>	<b>15,000</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>226,461</b>	<b>99,232</b>	<b>105,371</b>	<b>106,041</b>	<b>104,278</b>	<b>-1.0%</b>
<b>EQUIPMENT RENTAL</b>						
412 Light Equipment Rental	40,882	58,586	33,754	33,754	33,754	
414 Motor Vehicle Rental	56,201	57,280	65,000	66,723	65,000	
415 Trucks/Heavy Equip. Rental	82,703	85,903	45,000	45,000	45,000	
416 Light Equipment Rental/Ext	0	238	0	0	2,500	
418 Trucks/Hvy Eq./Ext.	0	20	3,120	3,120	3,120	
419 Replacement Fund Contrib.	0	0	0	42,400	24,737	
<b>SUB-TOTAL</b>	<b>179,786</b>	<b>202,027</b>	<b>146,874</b>	<b>190,997</b>	<b>174,111</b>	
<b>OFFICE EQUIPMENT</b>						
462 Office Equip Maint/Repair	264	330	330	330	330	
<b>SUB-TOTAL</b>	<b>264</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>180,050</b>	<b>202,356</b>	<b>147,204</b>	<b>191,327</b>	<b>174,441</b>	<b>18.5%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
526 Testing/ Cert. Permits	404	46	324	324	324	
531 Trash Collection Service	1,225,542	0	17,379	17,379	13,379	
539 Other Contract Services	101,774	95,391	97,703	97,703	97,703	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>1,327,720</b>	<b>95,437</b>	<b>115,406</b>	<b>115,406</b>	<b>111,406</b>	<b>-3.5%</b>
<b>GRAND TOTALS</b>	<b>2,424,056</b>	<b>1,003,071</b>	<b>1,071,192</b>	<b>1,092,107</b>	<b>1,231,901</b>	<b>15.0%</b>



## **PARKS & RECREATION**

### **Department Description**

The Parks and Recreation Department is responsible for maintaining multiple athletic fields, developing and implementing city wide special events, sustaining tourism through activities at the Taylor Regional Park and Sports Complex and providing other recreational activities through cooperation with local leagues and associations.



### **Mission Statement**

To enhance the quality of life through positive recreational experiences in the community through the maintenance and enhancement of current park facilities and athletic fields, along with the implementation of quality special event programming and sports tourism.

### **Goals**

The Taylor Parks and Recreation Department will improve athletic field maintenance and develop innovative special events and programs.

### **FY 2012-2013 Accomplishments**

- To date, the Taylor Regional Park has held 22 tournaments. There are an additional 25 tournament scheduled for the remainder of this fiscal year.

- Revenues and attendance figures continue to remain consistent with previous years. Attendance totaling over 100,000 and revenues totaling over \$100,000.
- The department successfully implemented new special events, Movies in the Park, which has attracted over 100 attendees in each showing.
- The department held its second annual Taylor Spring Bash softball tournament, and generated over \$8,000 in revenue.

### **FY 2013-2014 Goals and Objectives**

- Successfully implement a new turf and field maintenance program to continue to offer high quality tournament ready ball fields at the Taylor Regional Park by decreasing field maintenance work orders by 20%.
- Work closely with local community groups to provide high quality recreational ball fields for the local youth leagues.
- Operate two city run softball tournaments.
- Generate at least 1 new special event.
- Increase tournament revenues at the Taylor Regional Park by 5%
- Host at least one soccer tournament

### **Position Control-Listing of Authorized Positions**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Adopted	2012- 13	2013- 14	Difference	
#220	Recreation Supt.	#01	F	Sal.	Mgmt Pay Plan	M-1	M-1	1.00	1.00	0.00	
#322	Crew Leader II	#07	F	Hr.	A-1	22	22	1.00	1.00	0.00	
#430	Athletic Field Tech.	#08	F	Hr.	A-1	15	15	4.00	4.00	0.00	
#721	Laborer	#08	F	Hr.	A-1	13	13	0.00	0.00	0.00	
#659	Community Act. Coord.	#06	PPT	Hr.	A-1	15	15	0.00	0.00	0.00	
* F = Full Time    PPT = Permanent Part time								Total	6.00	6.00	0.00

<b>PERFORMANCE MEASURES</b>	<b>FY 2010-11 BUDGET</b>	<b>FY2011-12 BUDGET</b>	<b>FY 2012-13 PROJECTED</b>	<b>FY 2013-2014 TARGET</b>
<b>OUTPUTS</b>				
Park Acres Maintained	65	65	65	65
Pools Maintained	0	3	3	3
Pavilions Maintained	0	2	2	2
Athletic Fields Maintained	20	20	20	20
Tournaments Held	40	38	47	50
Revenue Generated	\$ 112,642	\$ 115,028	\$ 120,000	\$ 126,000
Park Visitors	121,118	125,000	130,000	135,000
<b>EFFICIENCIES</b>				
Acres Maintained per employee	16.25	16.25	13	13
Fields Maintained per employee	5	5	4	4
Revenue Generated per tournament	\$ 2,816	\$ 3,027	\$ 2,553	\$ 2,520
Visitors per tournament	3,028	3,289	2,766	2700
Pool Revenue Generated	\$37,658	\$32,978	\$34,500	\$38,000
Number of Murphy Pavilion Rentals		34	35	40
Number of Robinson Pavilion Rentals	-	84	90	95
Pavilion Revenue Generated	-	\$3,387	\$3,500	\$4,000
<b>EFFECTIVENESS</b>				
% field maintenance requests resolved in 30 days	100%	98%	98%	100%
% of available weekends vs. number of tournaments held	95%	90%	98%	99%
% of pool maintance issues resolved within 7 days	-	95%	97%	99%

**PARKS/ RECREATION**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	141,969	159,993	167,097	163,453	175,528	
114 Overtime	16,064	16,848	18,325	18,325	18,325	
115 Longevity Pay	456	288	528	528	768	
116 Regular Part Time	14,637	0	0	0	0	
<b>SUB-TOTAL</b>	<b>173,126</b>	<b>177,129</b>	<b>185,950</b>	<b>182,306</b>	<b>194,621</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	12,624	13,212	14,264	13,988	14,929	
122 Workers Compensation	4,400	5,681	4,526	4,429	4,047	
123 State Unemployment Tax	456	1,667	513	63	1,593	
124 TMRS	23,148	22,651	23,974	23,510	25,413	
126 Health Insurance	19,619	26,910	31,103	30,174	36,116	
127 Dental Insurance	1,001	1,309	1,513	1,417	1,521	
128 Long Term Disability	562	432	501	490	527	
<b>SUB-TOTAL</b>	<b>61,810</b>	<b>71,863</b>	<b>76,394</b>	<b>74,071</b>	<b>84,146</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	857	1,377	2,615	2,615	3,005	
132 Uniforms Rental	758	981	0	0	0	
<b>SUB-TOTAL</b>	<b>1,615</b>	<b>2,358</b>	<b>2,615</b>	<b>2,615</b>	<b>3,005</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	161	905	695	695	695	
143 Membership/Dues	260	85	235	619	654	
146 Training-Transportation	268	65	36	36	36	
148 Training-Meals	60	71	107	107	107	
<b>SUB-TOTAL</b>	<b>749</b>	<b>1,126</b>	<b>1,073</b>	<b>1,457</b>	<b>1,492</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>237,300</b>	<b>252,476</b>	<b>266,032</b>	<b>260,449</b>	<b>283,264</b>	<b>6.5%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	561	1,153	1,000	1,000	1,000	
215 Postage	0	8	0	0	0	
<b>SUB-TOTAL</b>	<b>561</b>	<b>1,161</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	
<b>CONSTRUCTION SUPPLIES</b>						
222 Striping & Street Signs	1,749	6,345	6,000	6,000	6,000	
225 Sand & Gravel	5,602	11,741	18,000	18,000	16,000	
226 Misc. Hardware	379	302	500	500	500	
<b>SUB-TOTAL</b>	<b>7,730</b>	<b>18,388</b>	<b>24,500</b>	<b>24,500</b>	<b>22,500</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	0	3,244	6,000	6,000	4,000	
233 City Sponsored Events	270	1,226	4,000	4,000	3,000	
<b>SUB-TOTAL</b>	<b>270</b>	<b>4,470</b>	<b>10,000</b>	<b>10,000</b>	<b>7,000</b>	
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	595	462	1,000	1,000	1,000	
253 Chemicals	8,250	22,743	25,945	25,561	24,561	
254 Botanical /Landscape	700	3,162	2,500	2,500	2,500	
255 Recreational/Sports Equip.	6,714	9,986	6,000	6,000	5,000	
256 Minor Tools/Instruments	401	283	600	600	600	
259 Misc. Supplies	3,499	7,737	3,560	3,560	3,560	
<b>SUB-TOTAL</b>	<b>20,159</b>	<b>44,374</b>	<b>39,605</b>	<b>39,221</b>	<b>37,221</b>	

**PARKS/ RECREATION**

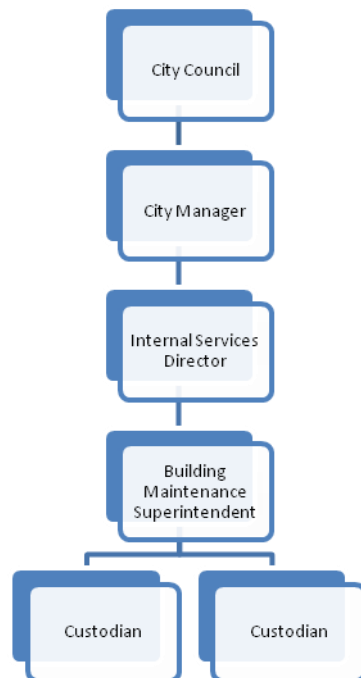
	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>OPERATIONAL EQUIPMENT</b>						
262 Communication Equip.	180	0	500	500	500	
263 Photographic Equipment	0	0	0	0	0	
267 Computers	0	0	0	758	0	
271 Ground Keeping Equip	1,383	2,120	2,099	2,099	2,099	
277 Sports Equipment	738	3,339	3,370	3,370	10,370	
279 Other Operational Equip.	5,222	1,432	2,000	2,031	2,000	
<b>SUB-TOTAL</b>	<b>7,523</b>	<b>6,890</b>	<b>7,969</b>	<b>8,758</b>	<b>14,969</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>36,243</b>	<b>75,283</b>	<b>83,074</b>	<b>83,479</b>	<b>82,690</b>	<b>-0.5%</b>
<b>FACILITY RENTAL</b>						
311 Long Term Rental	0	1,444	1,428	1,428	1,428	
<b>SUB-TOTAL</b>	<b>0</b>	<b>1,444</b>	<b>1,428</b>	<b>1,428</b>	<b>1,428</b>	
<b>UTILITIES</b>						
321 Light & Power	69,171	65,869	101,818	66,000	66,000	
323 Trunk Telephone System	17	0	0	0	0	
324 Cell Phones	999	1,334	1,320	1,560	1,560	
325 Pagers	171	156	0	0	0	
326 Wireless Data Service	0	0	456	456	912	
<b>SUB-TOTAL</b>	<b>70,358</b>	<b>67,360</b>	<b>103,594</b>	<b>68,016</b>	<b>68,472</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
349 Misc. Repairs/Maint.	9,083	37,618	30,000	37,500	30,000	
<b>SUB-TOTAL</b>	<b>9,083</b>	<b>37,618</b>	<b>30,000</b>	<b>37,500</b>	<b>30,000</b>	
<b>JANITORIAL SUPPLIES/SVCS.</b>						
352 Cleaning Supplies	5,240	7,829	8,000	8,000	8,000	
<b>SUB-TOTAL</b>	<b>5,240</b>	<b>7,829</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>84,681</b>	<b>114,251</b>	<b>143,022</b>	<b>114,944</b>	<b>107,900</b>	<b>-24.6%</b>
<b>EQUIPMENT RENTAL</b>						
412 Light Equipment Rental	12,042	16,702	11,151	12,151	7,000	
414 Motor Vehicle Rental	6,370	8,500	13,068	13,568	13,655	
419 Replacement Fund Contrib.	0	0	73,230	73,230	76,471	
<b>SUB-TOTAL</b>	<b>18,412</b>	<b>25,202</b>	<b>97,449</b>	<b>98,949</b>	<b>97,126</b>	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>18,412</b>	<b>25,202</b>	<b>97,449</b>	<b>98,949</b>	<b>97,126</b>	<b>-0.3%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
523 Outside Printing	68	70	100	100	200	
526 Testing/ Cert. Permits	24	59	236	236	236	
528 Advertising	0	0	150	150	150	
532 Software Maint./License	110	77	134	134	0	
539 Other Contract Services	117,857	156,168	135,000	147,489	140,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>118,059</b>	<b>156,374</b>	<b>135,620</b>	<b>148,109</b>	<b>140,586</b>	<b>3.7%</b>
<b>GRAND TOTALS</b>	<b>494,695</b>	<b>623,586</b>	<b>725,197</b>	<b>705,930</b>	<b>711,566</b>	<b>-1.9%</b>

## INTERNAL SERVICES-BUILDING MAINTENANCE

### **Department Description**

The Building Maintenance Department is responsible for the maintenance and repair of all City-owned facilities. In addition to providing a preventive maintenance program, the department responds to requests for repairs to plumbing, electrical, heating and cooling systems. Other tasks performed include moving and janitorial services, painting, and general repairs. The department is also responsible for obtaining contracts for the City's security and fire systems.

### **City of Taylor Organizational Chart Building Maintenance**



### **Mission Statement**

To provide quality facilities which support the requirements of City employees and citizen services, to provide professional maintenance and repair of environmental, electrical,

mechanical, plumbing, and structural systems with the effective use of in-house and contract resources, and to provide customer-oriented custodial and cleaning services for City facilities.

### **FY 2012-13 Accomplishments**

- Remodeled the CID and Patrol areas at the Police Department.
- Installed knox boxes on all city buildings.
- Installed security camera system at the Library.
- Installed new garage door in the Fleet Services building.
- Installed new flooring at Station #1 and #2.
- Painted the inside of the Annex building and updated the entrance sign and door.
- Installed hang rails at the Moody Museum.
- Installed new A/C unit in the Library server room.
- Upgraded the exit and emergency lights in city buildings.
- Maintained all City buildings with minimal downtime.

### **FY 2013-14 Goals and Objectives**

- Install two more AED's in City buildings.
- Install new floor tile in the City Hall foyer.
- Remodel receptionist area at City Hall.
- Keep all City facilities up to an acceptable level of quality, safety and in compliance with legal standards.
- Continue to provide quality customer service.

**Position Control-Listing of Authorized Positions**

Class  Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay  Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Adopted	2012- 13	2013- 14	Difference	
#234	Director of Internal Services	#01	F	Sal	Exec. Pay Plan	E-1	E-1	1.00	1.00	0.00	
#314	Bldg. Maint. Supt.	#08	F	Hr.	A-1	25	25	1.00	1.00	0.00	
#725	Custodian	#08	F	Hr.	A-1	13	13	1.00	1.00	0.00	
#725	Custodian	#08	PT	Hr.	A-1	13	13	0.75	0.75	0.00	
* F = Full Time    PPT = Permanent Part time								Total	3.75	3.75	0.00

PERFORMANCE MEASURES	FY 2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY 2013-14 TARGET
<b>OUTPUTS</b>				
# of Work Orders Completed	423	461	450	455
# of City Facilities Maintained	14	16	17	17
<b>EFFICIENCIES</b>				
Facility Maintenance Cost	\$48,104	\$44,751	\$60,000	\$60,000
<b>EFFECTIVENESS</b>				
% of Work Order Completed within 2 Working Days	96%	96%	97%	97%



**INTERNAL SERVICES-  
BUILDING MAINTENANCE**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	111,976	119,360	124,370	124,370	130,629	
114 Overtime	1,630	2,256	1,600	1,800	2,080	
115 Longevity Pay	1,104	1,284	1,464	1,464	1,644	
116 Regular Part Time	15,367	15,603	16,961	0	17,820	
117 Temporary/Seasonal	0	0	0	6,264	7,540	
118 Insurance Allowance	908	900	900	900	900	
<b>SUB-TOTAL</b>	<b>130,985</b>	<b>139,402</b>	<b>145,295</b>	<b>134,798</b>	<b>160,613</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	9,736	10,234	11,148	11,627	12,307	
122 Workers Compensation	2,762	2,504	2,848	2,867	2,749	
123 State Unemployment Tax	378	1,051	342	45	1,328	
124 TMRS	17,915	17,844	18,732	18,732	19,634	
126 Health Insurance	12,173	14,184	15,552	15,552	24,078	
127 Dental Insurance	602	694	757	729	761	
128 Long Term Disability	525	364	424	424	445	
<b>SUB-TOTAL</b>	<b>44,091</b>	<b>46,875</b>	<b>49,803</b>	<b>49,976</b>	<b>61,302</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	525	995	1,625	1,625	1,625	
<b>SUB-TOTAL</b>	<b>525</b>	<b>995</b>	<b>1,625</b>	<b>1,625</b>	<b>1,625</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	513	0	1,000	1,000	1,000	
142 Professional Conferences	0	0	0	0	0	
143 Membership/Dues	100	100	100	100	100	
<b>SUB-TOTAL</b>	<b>613</b>	<b>100</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>176,214</b>	<b>187,373</b>	<b>197,823</b>	<b>187,499</b>	<b>224,640</b>	<b>13.6%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	1,695	2,299	2,000	2,300	2,500	
215 Postage	18	24	75	50	50	
217 Office Security	0	0	0	0	564	
219 Misc. Occasion	0	0	50	50	50	
<b>SUB-TOTAL</b>	<b>1,713</b>	<b>2,322</b>	<b>2,125</b>	<b>2,400</b>	<b>3,164</b>	
<b>CONSTRUCTION SUPPLIES</b>						
222 Striping & Street Signs	0	0	0	0	0	
223 Building Materials	1,194	1,046	1,000	1,500	1,500	
226 Misc. Hardware	1,195	1,682	1,300	1,500	1,500	
<b>SUB-TOTAL</b>	<b>2,389</b>	<b>2,728</b>	<b>2,300</b>	<b>3,000</b>	<b>3,000</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	24	0	50	50	50	
<b>SUB-TOTAL</b>	<b>24</b>	<b>0</b>	<b>50</b>	<b>50</b>	<b>50</b>	
<b>PUBLIC SAFETY SUPPLIES</b>						
249 Fire Prevention Supplies	1,500	1,700	2,000	2,000	2,300	
<b>SUB-TOTAL</b>	<b>1,500</b>	<b>1,700</b>	<b>2,000</b>	<b>2,000</b>	<b>2,300</b>	

**INTERNAL SERVICES-  
BUILDING MAINTENANCE**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	124	2,910	3,400	3,400	3,400	
253 Chemicals	0	372	300	300	300	
256 Minor Tools/Instruments	916	577	750	750	940	
259 Misc. Supplies	7,203	8,050	7,500	8,500	8,500	
<b>SUB-TOTAL</b>	<b>8,243</b>	<b>11,909</b>	<b>11,950</b>	<b>12,950</b>	<b>13,140</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	1,183	0	0	0	0	
267 Computers	0	0	0	987	800	
279 Other Operational Equip.	0	0	3,240	3,240	0	
<b>SUB-TOTAL</b>	<b>1,183</b>	<b>0</b>	<b>3,240</b>	<b>4,227</b>	<b>800</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>15,052</b>	<b>18,659</b>	<b>21,665</b>	<b>24,627</b>	<b>22,454</b>	<b>3.6%</b>
<b>UTILITIES</b>						
321 Light & Power	34,081	22,237	24,232	22,000	22,000	
322 Natural Gas/Propane	1,317	1,337	2,200	2,200	1,500	
323 Trunk Telephone System	22,818	21,699	27,000	28,000	29,000	
324 Cell Phones	1,102	1,278	1,200	1,200	1,860	
326 Wireless Data Service	0	0	0	0	456	
<b>SUB-TOTAL</b>	<b>59,318</b>	<b>46,551</b>	<b>54,632</b>	<b>53,400</b>	<b>54,816</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
349 Misc. Repairs/Maint.	46,679	58,342	58,000	68,000	55,000	
<b>SUB-TOTAL</b>	<b>46,679</b>	<b>58,342</b>	<b>58,000</b>	<b>68,000</b>	<b>55,000</b>	
<b>JANITORIAL SUPPLIES/SVC</b>						
352 Cleaning Supplies	10,808	10,300	12,000	12,000	13,000	
<b>SUB-TOTAL</b>	<b>10,808</b>	<b>10,300</b>	<b>12,000</b>	<b>12,000</b>	<b>13,000</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>116,805</b>	<b>115,193</b>	<b>124,632</b>	<b>133,400</b>	<b>122,816</b>	<b>-1.5%</b>
<b>EQUIPMENT RENTAL</b>						
414 Motor Vehicle Rental	4,177	8,500	13,068	13,568	13,655	
<b>SUB-TOTAL</b>	<b>4,177</b>	<b>8,500</b>	<b>13,068</b>	<b>13,568</b>	<b>13,655</b>	
<b>OFFICE EQUIPMENT</b>						
461 Office Equipment Rental	1,850	1,850	1,850	1,850	2,210	
462 Office Equip. Maint/Repair	230	130	360	360	360	
<b>SUB-TOTAL</b>	<b>2,080</b>	<b>1,980</b>	<b>2,210</b>	<b>2,210</b>	<b>2,570</b>	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>6,257</b>	<b>10,480</b>	<b>15,278</b>	<b>15,778</b>	<b>16,225</b>	<b>6.2%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
523 Outside Printing	0	88	88	0	0	
539 Other Contract Services	8,981	9,047	9,000	11,000	11,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>8,981</b>	<b>9,135</b>	<b>9,088</b>	<b>11,000</b>	<b>11,000</b>	<b>21.0%</b>
<b>GRAND TOTALS</b>	<b>323,309</b>	<b>340,840</b>	<b>368,486</b>	<b>372,304</b>	<b>397,135</b>	<b>7.8%</b>

## **ENGINEERING DEPARTMENT**

### **Department Description**

The **Engineering Department** strives to provide excellence in the guidance and direction of all planning, design, and construction of capital and development projects in the City of Taylor, while maintaining a commitment to professionalism and cost effective customer service.

### **Mission Statement**

The **Engineering Department** will ensure that all bond projects are managed and delivered to the citizens in a timely manner, review and oversee all development proposals, and implement all ordinances related to construction and development of the city's infrastructure.

### **Narrative**

The **Engineering Department** was created in 2000, and has had significant influence on the direction and out come of Capital Improvement Projects and Development Projects ranging in size from ten thousand dollars to ten million dollars. The current staff has combined field experience of over fifty plus years ranging from heavy highway to vertical commercial construction. The Engineering Department continues to serve the public with professionalism and a great enthusiasm showing an outstanding commitment to the citizens of Taylor.

### **Accomplishments for FY2012-2013**

- Finished Sloan Street Project
- Finished the 2<sup>nd</sup> Street Project
- Started and finished Holley Springs Drainage Project
- Finished the utilities and street improvements for McCoy Lumber Yard
- Started the CDBG Project placing bores under RR tracks.
- Started and finished the Annexed Area Water Improvements
- Started and finished the annual traffic counts
- Started and finished Main Street Commons
- Started Branch Additions Street Improvements
- Started and finished the water main at Mallard and Carlos Parker

- Started and finished the water and wastewater for Church on North Carlos Parker

### **FY2013-14 Goals and Objectives**

- Design and build Jones and Burkett Street Reconstruction
- Start and finish Water Main for the North Main Carwash
- Start and finish waste waterline for JMF site in Mustang Creek Industrial Park
- Start the Street Maintenance program to save all the fair streets

### **POSITION CONTROL-LISTING OF AUTHORIZED POSITION**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012- 13	2013- 14	Difference
#412	Pub. Works Inspector	#03	F	Hr.	A-1	25	25	2.00	2.00	0.00
* F = Full Time    PPT = Permanent Part time <span style="float: right;">Total</span>								2.00	2.00	0.00

# ENGINEERING INSPECTIONS

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	104,669	103,316	101,920	101,920	107,062	
114 Overtime	3,675	1,935	5,000	5,000	5,000	
115 Longevity Pay	1,632	1,680	1,728	1,728	1,776	
<b>SUB-TOTAL</b>	<b>109,976</b>	<b>106,931</b>	<b>108,648</b>	<b>108,648</b>	<b>113,838</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	7,225	7,123	8,335	8,335	8,733	
122 Workers Compensation	720	660	674	674	604	
123 State Unemployment Tax	144	522	171	18	531	
124 TMRS	14,535	13,700	14,007	14,007	14,864	
126 Health Insurance	8,546	9,504	10,368	10,368	12,515	
127 Dental Insurance	425	463	504	486	507	
128 Long Term Disability	423	280	306	306	321	
<b>SUB-TOTAL</b>	<b>32,018</b>	<b>32,252</b>	<b>34,365</b>	<b>34,194</b>	<b>38,075</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	230	135	270	770	770	
<b>SUB-TOTAL</b>	<b>230</b>	<b>135</b>	<b>270</b>	<b>770</b>	<b>770</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	50	75	0	130	760	
143 Membership/Dues	55	105	200	200	250	
147 Training-Lodging	0	0	0	0	540	
148 Training-Meals	0	0	0	0	210	
<b>SUB-TOTAL</b>	<b>105</b>	<b>180</b>	<b>200</b>	<b>330</b>	<b>1,760</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>142,329</b>	<b>139,498</b>	<b>143,483</b>	<b>143,942</b>	<b>154,443</b>	<b>7.6%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	1,737	1,524	1,443	1,443	1,500	
215 Postage	0	73	200	200	200	
<b>SUB-TOTAL</b>	<b>1,737</b>	<b>1,597</b>	<b>1,643</b>	<b>1,643</b>	<b>1,700</b>	
<b>SPECIALTY SUPPLIES</b>						
256 Minor Tools/Instruments	0	4,458	1,600	1,600	1,600	
<b>SUB-TOTAL</b>	<b>0</b>	<b>4,458</b>	<b>1,600</b>	<b>1,600</b>	<b>1,600</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	0	0	0	0	400	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>1,737</b>	<b>6,055</b>	<b>3,243</b>	<b>3,243</b>	<b>3,700</b>	<b>14.1%</b>
<b>UTILITIES</b>						
321 Light and Power	720	815	938	880	880	
324 Cell Phones	1,040	1,445	1,200	1,200	1,200	
<b>SUB-TOTAL</b>	<b>1,760</b>	<b>2,260</b>	<b>2,138</b>	<b>2,080</b>	<b>2,080</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>1,760</b>	<b>2,260</b>	<b>2,138</b>	<b>2,080</b>	<b>2,080</b>	<b>-2.7%</b>

# ENGINEERING INSPECTIONS

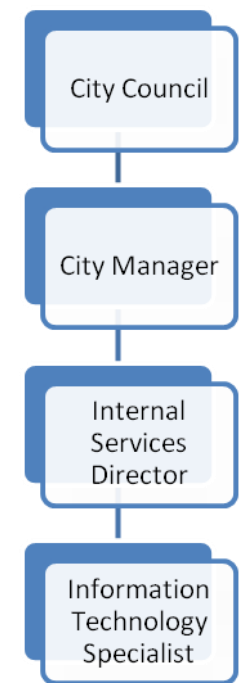
	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
EQUIPMENT RENTAL						
414 Motor Vehicle Rental	4,177	8,500	13,068	13,568	13,655	
<b>SUB-TOTAL</b>	<b>4,177</b>	<b>8,500</b>	<b>13,068</b>	<b>13,568</b>	<b>13,655</b>	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>4,177</b>	<b>8,500</b>	<b>13,068</b>	<b>13,568</b>	<b>13,655</b>	<b>4.5%</b>
CONTRACT SERVICES & FEES						
512 Engineering Service	57,236	29,675	38,200	38,070	43,200	
523 Outside Printing	0	88	107	107	107	
539 Other Contract Services	0	0	720	720	720	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>57,236</b>	<b>29,763</b>	<b>39,027</b>	<b>38,897</b>	<b>44,027</b>	<b>12.8%</b>
<b>GRAND TOTALS</b>	<b>207,239</b>	<b>186,076</b>	<b>200,959</b>	<b>201,730</b>	<b>217,905</b>	<b>8.4%</b>

## INTERNAL SERVICES-INFORMATION TECHNOLOGY

### **Department Description**

The Information Technology Department is responsible for maintaining, repairing and safeguarding the technology hardware that the City utilizes to provide necessary services to the citizens of Taylor. It has the responsibility to standardize and inventory the hardware and software components that make up the technology systems throughout the City.

### **Information Technology Organization Chart**



### **Mission Statement**

The Information Technology Department strives to provide the best support and innovation in the delivery of information technology products and services to all city employees and the community.

### **FY 2012-2013 Accomplishments**

- Migrated computers from Windows XP to Windows 7/Windows 8.
- Acquired new UPS for telephone system.

- Increased security to the network by decreasing and restricting access in various areas.
- Upgraded cell phones to latest technology.
- Upgraded Exchange 2003 to Exchange 2013.
- Continued replacement of computers and laptops.
- Installed new servers with virtualization.

### **FY 2013-2014 Goals and Objectives**

- Install fiber to improve connectivity to City Hall from the Time Warner Head End.
- Upgrade Office 2007 to Office 2013.
- Implement new telephone system that provides higher reliability, new features and lower power consumption.
- Continual replacement of computers and laptops.
- Comply with all rules and laws dictating the storage and use of sensitive information.
- Provide professional level of support and training to technology users.
- Maintain a high level of customer satisfaction.
- Provide information technology maintenance, planning, and development in order to enhance the City of Taylor's technical infrastructure.

### **Position Control-Listing of Authorized Position**

Class Code	Classification Title	Code	Status *	Hr./Sal.	Pay	Group (Range) Authorized Positions					
					Schedule	Prior Year	Adopted	2012-13	2013-14	Difference	
#405	Information Tech. Special	#03	F	Hr.	A-1	25	25	1.00	1.00	0.00	
* F = Full Time    PPT = Permanent Part time								Total	1.00	1.00	0.00

PERFORMANCE MEASURES	FY 2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY 2013-14 TARGET
<b>OUTPUTS</b>				
# Of Personal Computers and Laptops Supported	120	132	135	135
# of Network/Email/Web/File/Application Servers Administered and Supported	3	4	4	4
# of Service Requests	413	608	600	610
# of Viruses/Trojans/Malware Blocked/Filtered by Hardware/Software Administered	1,676,060	889,242	750,000	700,000
<b>EFFICIENCIES</b>				
Average Response Time for Service Requests	30	30	15	15
<b>EFFECTIVENESS</b>				
% of Desktop/User Support Calls Resolved within 24 hours	92%	90%	92%	92%



**INFORMATION TECHNOLOGY**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	38,183	38,449	37,885	37,885	39,803	
114 Overtime	205	247	300	0	300	
115 Longevity Pay	96	144	192	192	240	
<b>SUB-TOTAL</b>	<b>38,484</b>	<b>38,840</b>	<b>38,377</b>	<b>38,077</b>	<b>40,343</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	2,577	2,619	2,945	2,945	3,095	
122 Workers Compensation	116	107	111	111	99	
123 State Unemployment Tax	72	261	86	9	266	
124 TMRS	5,151	4,972	4,948	4,948	5,268	
126 Health Insurance	4,273	4,752	5,184	5,184	6,222	
127 Dental Insurance	212	231	252	243	254	
128 Long Term Disability	158	104	114	114	119	
<b>SUB-TOTAL</b>	<b>12,559</b>	<b>13,046</b>	<b>13,640</b>	<b>13,554</b>	<b>15,323</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	0	0	250	250	350	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>350</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
144 Subscriptions & Books	26	0	0	0	0	
<b>SUB-TOTAL</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>51,069</b>	<b>51,886</b>	<b>52,267</b>	<b>51,881</b>	<b>56,016</b>	<b>7.2%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	82	84	200	200	300	
<b>SUB-TOTAL</b>	<b>82</b>	<b>84</b>	<b>200</b>	<b>200</b>	<b>300</b>	
<b>SPECIALTY SUPPLIES</b>						
256 Minor Tools	49	22	100	100	200	
<b>SUB-TOTAL</b>	<b>49</b>	<b>22</b>	<b>100</b>	<b>100</b>	<b>200</b>	
<b>OPERATIONAL EQUIPMENT</b>						
267 Computers	0	298	0	1,782	800	
<b>SUB-TOTAL</b>	<b>0</b>	<b>298</b>	<b>0</b>	<b>1,782</b>	<b>800</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>131</b>	<b>404</b>	<b>300</b>	<b>2,082</b>	<b>1,300</b>	<b>333.3%</b>
<b>UTILITIES</b>						
324 Cell Phones	456	701	600	600	1,256	
<b>TOTAL FACILITIES OPERATION</b>	<b>456</b>	<b>701</b>	<b>600</b>	<b>600</b>	<b>1,256</b>	<b>109.3%</b>
<b>EQUIPMENT RENTAL</b>						
414 Motor Vehicle Rental	0	4,300	5,000	5,250	6,800	
419 Replacement Fund Contrib.	0	0	0	0	0	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>0</b>	<b>4,300</b>	<b>5,000</b>	<b>5,250</b>	<b>6,800</b>	<b>36.0%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
532 Software Maint./License	3,731	3,700	8,563	8,536	16,500	
536 Extended Maint/Warranty	1,098	1,426	2,300	2,300	0	
539 Other Contract Services	29,993	27,116	15,000	20,620	20,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>34,822</b>	<b>32,241</b>	<b>25,863</b>	<b>31,456</b>	<b>36,500</b>	<b>41.1%</b>
<b>GRAND TOTALS</b>	<b>86,478</b>	<b>89,532</b>	<b>84,030</b>	<b>91,269</b>	<b>101,872</b>	<b>21.2%</b>

**NON-DEPARTMENTAL**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>OFFICE SUPPLIES</b>						
217 Office Security	0	2,913	0	0	0	
219 Misc. Occasion	0	0	0	0	0	
<b>TOTAL OPERATIONAL SUPPLIES</b>		<b>2,913</b>				
<b>OPERATIONAL EQUIPMENT</b>						
264 Computer Accessories	0	0	0	1,300	0	
267 Computers	0	0	0	18,150	0	
269 Other Office Equipment	0	0	0	0	0	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,450</b>	<b>0</b>	<b>0.0%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
522 Insurance and Bonds	38,259	39,036	38,000	40,000	39,902	
531 Trash Collection Service	0	1,263,805	1,245,000	1,265,000	1,265,000	
532 Software Maintenance	0	0	0	7,869	0	
539 Other Contract Services	2,446	723	0	22,424	0	
543 Credit Card Fees	5,507	4,254	5,500	5,500	5,500	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>46,212</b>	<b>1,307,818</b>	<b>1,288,500</b>	<b>1,340,793</b>	<b>1,310,402</b>	<b>1.7%</b>
<b>BAD DEBT</b>						
651 Bad Debt Expense	2,880	4,416	5,100	5,100	5,100	
<b>TOTAL BAD DEBT</b>	<b>2,880</b>	<b>4,416</b>	<b>5,100</b>	<b>5,100</b>	<b>5,100</b>	<b>0.0%</b>
<b>CAPITAL IMP/ACQUISITION</b>						
719 Other Capital Outlay	286,074	0	0	0	10,000	
741 Land	48,254	0	0	0	0	
745 Contributions by Developers	0	0	0	0	0	
746 Construction Imp - Grants	0	0	0	80,866	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>334,328</b>	<b>0</b>	<b>0</b>	<b>80,866</b>	<b>10,000</b>	<b>0%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
815 Interfund Transfers Out	555,120	60,618	0	1,006	14,600	
819 Other Contributions	0	0	0	360,000	0	
<b>SUB-TOTAL</b>	<b>555,120</b>	<b>60,618</b>	<b>0</b>	<b>361,006</b>	<b>14,600</b>	
<b>CONTINGENCY RESERVES/CLAIMS</b>						
831 Contingency Reserves	0	0	48,739	0	25,000	
832 Payment of Claims	655	0	0	0	0	
833 Payment of Refunds	116	141	200	37,314	0	
<b>SUB-TOTAL</b>	<b>771</b>	<b>141</b>	<b>48,939</b>	<b>37,314</b>	<b>25,000</b>	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>555,891</b>	<b>60,759</b>	<b>48,939</b>	<b>398,320</b>	<b>39,600</b>	<b>-19.1%</b>
<b>SHORT TERM DEBT/CAPITAL LEASE</b>						
913 Cap. Lease Short Term-Prin	52,539	54,378	56,281	56,281	58,251	
914 Cap. Lease Short Term-Int.	9,861	8,022	6,119	6,119	4,149	
<b>TOTAL SHORT TERM DEBT</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>1,001,711</b>	<b>1,438,305</b>	<b>1,404,939</b>	<b>1,906,929</b>	<b>1,427,502</b>	<b>1.6%</b>

**LIBRARY GRANT/  
DONATION FUND**

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>REVENUES</b>						
<b>BEGINNING FUND BALANCE</b>	<b>44,868</b>	<b>364,688</b>	<b>360,915</b>	<b>360,915</b>	<b>347,677</b>	
<b><u>330-INTERGOVERNMENTAL REVENUE</u></b>						
227 Grants	10,238	0	0	0	0	
229 Other State Grants	0	225	10,000	10,000	0	
<b>TOTAL INTERGOVERNMENTAL REV</b>	<b>10,238</b>	<b>225</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>-100%</b>
<b><u>430 USE OF MONEY &amp; PROPERTY</u></b>						
331 Interest Income	383	395	385	385	300	
334 Misc. Revenue	965	0	0	0	0	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>1,348</b>	<b>395</b>	<b>385</b>	<b>385</b>	<b>300</b>	<b>-22%</b>
<b><u>440-DONATIONS FROM PRIVATE SOURCES</u></b>						
355 Louis Ned Bequest	346,199	0	0	0	0	
359 Misc. Donations	800	760	900	60	0	
<b>TOTAL PROCEEDS GEN FIXED ASSETS</b>	<b>346,999</b>	<b>760</b>	<b>900</b>	<b>60</b>	<b>0</b>	<b>-100%</b>
<b>GRAND TOTALS</b>	<b>358,585</b>	<b>1,380</b>	<b>11,285</b>	<b>10,445</b>	<b>300</b>	<b>-3662%</b>
<b>EXPENDITURES</b>						
<b>TRAINING AND PROFESSIONAL DEVELOPMENT</b>						
144 Books and Subscriptions	365	100	0	100	0	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>365</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0%</b>
<b>SPECIALTY SUPPLIES</b>						
226 Misc Hardware	365	0	0	0	0	
259 Misc. Supplies	5,750	2,983	0	3,000	2,000	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>6,115</b>	<b>2,983</b>	<b>0</b>	<b>3,000</b>	<b>2,000</b>	<b>100%</b>
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	965	0	0	0	0	
267 Computers	13,433	0	10,000	16,738	0	
<b>TOTAL OPERATIONAL EQUIPMENT</b>	<b>14,398</b>	<b>0</b>	<b>10,000</b>	<b>16,738</b>	<b>0</b>	<b>-100%</b>
<b>FACILITIES OPERATIONS/MAINTENANCE</b>						
359 Misc Repairs/Maint	0	0	0	1,095	0	
<b>TOTAL FACILITIES OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,095</b>	<b>0</b>	<b>0%</b>
<b>CONTRACT SERVICES</b>						
532 Software Maint/License	930	0	0	0	0	
539 Other Contract Services	7,968	0	0	1,250	0	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>8,898</b>	<b>0</b>	<b>0</b>	<b>1,250</b>	<b>0</b>	<b>0%</b>

**LIBRARY GRANT/  
DONATION FUND**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>OFFICE FURNITURE/EQUIPMENT</b>						
715 Other Equipment	2,216	0	0	0	0	
718 Library Books	7,138	2,070	0	1,500	4,000	
<b>TOTAL CAPITAL OUTLAY</b>	<b>9,354</b>	<b>2,070</b>	<b>0</b>	<b>1,500</b>	<b>4,000</b>	<b>100%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
815 Interfund Transfers Out	0	0	0	0	0	
<b>TOTAL CONTRIBUTIONS/TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>38,765</b>	<b>5,153</b>	<b>10,000</b>	<b>23,683</b>	<b>6,000</b>	<b>-40%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	319,820	(3,773)	1285	(13,238)	(5,700)	
<b>ENDING FUND BALANCE</b>	<b>364,688</b>	<b>360,915</b>	<b>362,200</b>	<b>347,677</b>	<b>341,977</b>	

The purpose of this fund is to set aside for tracking purposes grants and donations to the Library in which funds are designated to be spent on the Library activities and operations.

# ROADWAY IMPACT FUND

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>BEGINNING FUND BALANCE</b>	<b>86,185</b>	<b>106,288</b>	<b>169,682</b>	<b>169,682</b>	<b>40,182</b>	
<b>420-ASSESSMENTS</b>						
328 Roadway Impact Fees	20,103	63,394	22,000	9,000	9,000	
<b>TOTAL ASSESSMENTS</b>	<b>20,103</b>	<b>63,394</b>	<b>22,000</b>	<b>9,000</b>	<b>9,000</b>	
<b>GRAND TOTALS</b>	<b>20,103</b>	<b>63,394</b>	<b>22,000</b>	<b>9,000</b>	<b>9,000</b>	<b>-59%</b>
<b>EXPENDITURES</b>						
<b>PROFESSIONAL SERVICES</b>						
512 Engineering	0	0	0	9,900	0	
519 Other Professional Services	0	0	0	20,000	0	
<b>TOTAL PROFESSIONAL SVCS &amp; FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29,900</b>	<b>0</b>	
<b>CONTRACT SERVICES &amp; FEES</b>						
539 Other Contract Services	0	0	0	3,138	0	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,138</b>	<b>0</b>	
<b>CAPITAL IMPROVEMENTS</b>						
746 Construction Improvements	0	0	0	105,462	0	
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,462</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>138,500</b>	<b>0</b>	<b>0%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>20,103</b>	<b>63,394</b>	<b>22,000</b>	<b>(129,500)</b>	<b>9,000</b>	
<b>ENDING FUND BALANCE</b>	<b>106,288</b>	<b>169,682</b>	<b>191,682</b>	<b>40,182</b>	<b>49,182</b>	

An assessment imposed by the City upon new development to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributed to new development within the city.

# **SPECIAL REVENUE FUNDS:**

TIF

Hotel/Motel

Texas Capital

Main Street

Cemetery Land Purchase

Municipal Court –(Security &  
Technology)

MDUS

**TAX INCREMENT FINANCING FUND**

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b><u>BEGINNING FUND BALANCE</u></b>	<b>275,083</b>	<b>360,080</b>	<b>444,427</b>	<b>444,427</b>	<b>505,677</b>	
<b>REVENUES</b>						
<b><u>310-TAXES</u></b>						
111 Current Property Tax	57,504	63,489	63,489	66,065	66,065	
<b>TOTAL TAXES</b>	<b>57,504</b>	<b>63,489</b>	<b>63,489</b>	<b>66,065</b>	<b>66,065</b>	
<b><u>330-INTERGOVERNMENTAL</u></b>						
238 Local Reimb./Refund	34,620	38,043	38,043	39,695	39,695	
<b>TOTAL TAXES</b>	<b>34,620</b>	<b>38,043</b>	<b>38,043</b>	<b>39,695</b>	<b>39,695</b>	
<b><u>430-USE OF MONEY AND PROPERTY</u></b>						
331 Interest Income	373	462	420	490	500	
<b>TOTAL TAXES</b>	<b>373</b>	<b>462</b>	<b>420</b>	<b>490</b>	<b>500</b>	
<b>GRAND TOTALS</b>	<b>92,497</b>	<b>101,994</b>	<b>101,952</b>	<b>106,250</b>	<b>106,260</b>	<b>4%</b>
<b>EXPENDITURES</b>						
<b>CONTRACT SERVICES &amp; FEES</b>						
539 Other Contract Services	7,500	0	0	0	0	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>7,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>OFFICE FURNITURE/EQUIPMENT</b>						
719 Other Capital Outlay	0	17,647	0	0	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>17,647</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CONTRIBUTIONS/CONTINGENCIES</b>						
815 Interfund Transfer Out	0	0	0	0	30,000	
819 Other Contributions-Façade	0	0	20,000	45,000	0	
<b>TOTAL CONTRIB./TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>45,000</b>	<b>30,000</b>	
<b>GRAND TOTALS</b>	<b>7,500</b>	<b>17,647</b>	<b>20,000</b>	<b>45,000</b>	<b>30,000</b>	<b>33%</b>
<b>INC./DEC. IN FUND BAL.</b>	<b>84,997</b>	<b>84,347</b>	<b>81,952</b>	<b>61,250</b>	<b>76,260</b>	
<b>ENDING FUND BALANCE</b>	<b>360,080</b>	<b>444,427</b>	<b>526,379</b>	<b>505,677</b>	<b>581,937</b>	

The purpose of this fund is to set aside ad valorem tax for the purpose redevelopment of the reinvestment zone.

# HOTEL/MOTEL FUND

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>REVENUES</b>						
<b>BEGINNING FUND BALANCE</b>	<b>75,976</b>	<b>83,953</b>	<b>80,083</b>	<b>80,083</b>	<b>75,699</b>	
<b>310-TAXES</b>						
143 Hotel Occupancy Tax	61,074	58,664	60,000	60,000	61,200	
274 Late Payment Penalty	722	616	250	616	0	
<b>TOTAL TAX REV.</b>	<b>61,796</b>	<b>59,279</b>	<b>60,250</b>	<b>60,616</b>	<b>61,200</b>	
<b>GRAND TOTALS</b>	<b>61,796</b>	<b>59,279</b>	<b>60,250</b>	<b>60,616</b>	<b>61,200</b>	<b>1.6%</b>
<b>EXPENDITURES</b>						
<b>CONTRACT SERVICES &amp; FEES</b>						
512 Engineering	1,500	0	0	0	0	
528 Advertising	0	0	0	0	5,000	
539 Other Contract Services	0	19,173	0	20,000	0	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>1,500</b>	<b>19,173</b>	<b>0</b>	<b>20,000</b>	<b>5,000</b>	
<b>CONTRIBUTIONS/TRANSFERS</b>						
812 Pass Through- Agency	43,319	43,977	45,000	45,000	45,900	
815 Interfund Transfer Out	9,000	0	0	0	5,000	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>52,319</b>	<b>43,977</b>	<b>45,000</b>	<b>45,000</b>	<b>50,900</b>	
<b>GRAND TOTALS</b>	<b>53,819</b>	<b>63,150</b>	<b>45,000</b>	<b>65,000</b>	<b>55,900</b>	<b>24.2%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>7,977</b>	<b>(3,870)</b>	<b>15,250</b>	<b>(4,384)</b>	<b>5,300</b>	
<b>ENDING FUND BALANCE</b>	<b>83,953</b>	<b>80,083</b>	<b>95,333</b>	<b>75,699</b>	<b>80,999</b>	

Revenue for this fund comes from taxes levied on guests staying at hotels/motels in Taylor. The tax rate is 7% of charges for lodging. As of now, there are five motels that collect this tax for the City. Based on an agreement executed with the Taylor Chamber of Commerce, tax receipts up to \$60,000 are transferred to the Chamber for tourism related expenses. The reserve is maintained for discretionary use by the Council.



**TEXAS CAPITAL FUND**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b><u>BEGINNING FUND BALANCE</u></b>	<b>6,337</b>	<b>6,337</b>	<b>6,337</b>	<b>6,337</b>	<b>4,252</b>	
<b>REVENUES</b>						
<b><u>430 USE OF MONEY &amp; PROPERTY</u></b>						
333 Rental Income (Leases)	25,023	25,023	25,023	25,023	25,023	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	
<b>GRAND TOTALS</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>0%</b>
<b>EXPENDITURES</b>						
<b>LONG TERM DEBT/CAPITAL LEASE</b>						
923 Long Term Capital Lease	25,023	25,023	25,023	27,108	25,023	
<b>TOTAL DEBT SERVICE</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>27,108</b>	<b>25,023</b>	
<b>GRAND TOTALS</b>	<b>25,023</b>	<b>25,023</b>	<b>25,023</b>	<b>27,108</b>	<b>25,023</b>	<b>0%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,085)</b>	<b>0</b>	
<b>ENDING FUND BALANCE</b>	<b>6,337</b>	<b>6,337</b>	<b>6,337</b>	<b>4,252</b>	<b>4,252</b>	

This feature of the Texas Capital fund relates to payments made to the state by the City to payoff a loan for funds borrowed in connection with the establishment of Temple College at Taylor (T-CAT). TCAT pays the City \$2,085 per month in rent which is then paid to the State to satisfy the loan requirement.

# **MAIN STREET REVENUE FUND**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>REVENUES</b>						
<b>BEGINNING FUND BALANCE</b>	<b>28,243</b>	<b>28,801</b>	<b>27,683</b>	<b>27,683</b>	<b>(677)</b>	
<b>440-DONATIONS FROM PRIVATE</b>						
355 Heritage Sq Christmas Lights	2,261	0	0	100	100	
357 Sales& Other Fund Raisers	2,530	7,477	3,000	3,263	3,000	
358 Taylor Zest Festival	18,138	12,677	12,800	14,377	14,000	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>22,929</b>	<b>20,154</b>	<b>15,800</b>	<b>17,740</b>	<b>17,100</b>	
<b>450 INTERFUND TRANSFERS</b>						
361 From TIF	0	0	0	0	30,000	
362 From Hotel/Motel	0	0	0	0	5,000	
365 From General Fund	0	0	0	0	14,600	
<b>TOTAL PROCEEDS GEN FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49,600</b>	
<b>GRAND TOTALS</b>	<b>22,929</b>	<b>20,154</b>	<b>15,800</b>	<b>17,740</b>	<b>66,700</b>	<b>322.2%</b>
<b>EXPENDITURES</b>						
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 WorkShop Training	100	0	0	0	0	
147 Training-Lodging	169	0	0	0	0	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>269</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>PROGRAMS/SPECIAL EVENTS</b>						
233 City Sponsored Events	1,767	4,473	2,500	1,800	1,800	
236 Taylor Zest Festival	9,368	7,341	10,000	10,000	11,723	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>11,135</b>	<b>11,814</b>	<b>12,500</b>	<b>11,800</b>	<b>13,523</b>	
<b>CONTRACT SERVICES &amp; FEES</b>						
523 Outside Printing	0	3,958	0	0	0	
528 Advertising	0	0	0	700	0	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>0</b>	<b>3,958</b>	<b>0</b>	<b>700</b>	<b>0</b>	
<b>CONTRIBUTIONS/TRANSFERS</b>						
819 Contributions-Façade Grant	10,967	5,500	20,000	33,600	52,500	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>10,967</b>	<b>5,500</b>	<b>20,000</b>	<b>33,600</b>	<b>52,500</b>	
<b>GRAND TOTALS</b>	<b>22,371</b>	<b>21,272</b>	<b>32,500</b>	<b>46,100</b>	<b>66,023</b>	<b>103.1%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>558</b>	<b>(1,118)</b>	<b>(16,700)</b>	<b>(28,360)</b>	<b>677</b>	
<b>ENDING FUND BALANCE</b>	<b>28,801</b>	<b>27,683</b>	<b>10,983</b>	<b>(677)</b>	<b>(0)</b>	

The purpose of this fund is to provide incentives for downtown businesses to improve the facades of the building they occupy (Façade Improvement Grants) and to account for donations and proceeds from fundraisers where profits are dedicated to promote downtown development.

**MUNICIPAL COURT SPECIAL FEE FUND**

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>REVENUES</b>						
<b>BEGINNING FUND BALANCE</b>	<b>70,077</b>	<b>85,041</b>	<b>85,070</b>	<b>85,070</b>	<b>89,103</b>	
<b>410-FINES &amp; FORFEITURES</b>						
412 Building Security Fees	9,597	6,056	7,000	7,000	7,000	
413 Technology Fees	13,594	8,911	10,000	10,000	10,000	
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>23,191</b>	<b>14,968</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	
<b>GRAND TOTALS</b>	<b>23,191</b>	<b>14,968</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>0.00%</b>
<b>EXPENDITURES</b>						
<b>MUNICIPAL COURT BLDG SERCURITY</b>						
<b>OPERATIONAL SUPPLIES</b>						
217 Office Security	0	3,731	0	0	0	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>0</b>	<b>3,731</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CONTRACT SERVICES &amp; FEES</b>						
539 Other Contract Services	0	0	0	0	6,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	
<b>SUB- TOTALS</b>	<b>0</b>	<b>3,731</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>100.0%</b>
<b>MUNICIPAL COURT TECHNOLOGY</b>						
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop-Training	0	4,840	0	0	0	
	<b>0</b>	<b>4,840</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>OPERATIONAL EQUIPMENT</b>						
267 Computers	764	0	0	3,367	0	
269 Other Office Equipment	1,878	372	0	9,600	0	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>2,642</b>	<b>372</b>	<b>0</b>	<b>12,967</b>	<b>0</b>	
<b>OFFICE FURNITURE/EQUIPMENT</b>						
712 Communication Equip.	5,585	0	0	0	0	
719 Other Capital Outlay	0	5,995	0	0	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,585</b>	<b>5,995</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>technology SUB- TOTALS</b>	<b>8,227</b>	<b>11,207</b>	<b>0</b>	<b>12,967</b>	<b>0</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>8,227</b>	<b>14,938</b>	<b>0</b>	<b>12,967</b>	<b>6,000</b>	<b>100.0%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>14,964</b>	<b>29</b>	<b>17,000</b>	<b>4,033</b>	<b>11,000</b>	
<b>ENDING FUND BALANCE</b>	<b>85,041</b>	<b>85,070</b>	<b>102,070</b>	<b>89,103</b>	<b>100,103</b>	

An assessment fee is charged against all defendants convicted of a misdemeanor charge in which these fees must be used for security devices or services in buildings housing the municipal court and for upgrading technology hardware or services.

**MUNICIPAL DRAINAGE UTILITY SYSTEM**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED BUDGET</b>	<b>PROJECTED</b>	<b>ADOPTED BUDGET</b>	<b>Prior Year</b>
<b><u>BEGINNING FUND BALANCE</u></b>	<b>0</b>	<b>156,315</b>	<b>329,923</b>	<b>329,923</b>	<b>452,577</b>	
<b>REVENUES</b>						
<b><u>340-CHARGES FOR SERVICES</u></b>						
260 Drainage fees	117,703	241,662	320,075	323,075	328,000	
274 Late Payment Fee	1,285	2,690	3,000	3,500	4,000	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>118,988</b>	<b>244,352</b>	<b>323,075</b>	<b>326,575</b>	<b>332,000</b>	
<b><u>430-USE OF MONEY AND PROPERTY</u></b>						
335 Reimbursement/Repayment	0	3,000	0	0	0	
337 Unrealized Gain/Loss Inv.	0	0	0	0	0	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>460 PROCEEDS GEN FIXED ASSETS</u></b>						
365 Proceeds from Gen Fund	555,120	0	0	0	0	
<b>TOTAL PROCEEDS GEN FUND</b>	<b>555,120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>470-PROCEEDS GEN LONG TERM LIA</u></b>						
382 BOND PROCEEDS 2012	0	551,120	0	0	0	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>0</b>	<b>551,120</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>674,108</b>	<b>798,472</b>	<b>323,075</b>	<b>326,575</b>	<b>332,000</b>	<b>3%</b>
<b>EXPENDITURES</b>						
<b>CONTRACT SERVICES &amp; FEES</b>						
511 Legal Services	0	3,000	0	0	0	
512 Engineering		<b>2,600</b>	0	<b>0</b>	<b>0</b>	
537 Bank Fees	0	0	200	334	350	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>0</b>	<b>5,600</b>	<b>200</b>	<b>334</b>	<b>350</b>	
<b>DEPRECIATION / BAD DEBT</b>						
651 Bad Debt	24	88	70	700	500	
<b>TOTAL DEPRECIATION/BAD DEBT</b>	<b>24</b>	<b>88</b>	<b>70</b>	<b>700</b>	<b>500</b>	
<b>OFFICE FURNITURE/EQUIPMENT</b>						
719 Other Capital Outlay	517,769	4,056	0	0	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>517,769</b>	<b>4,056</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CONTRIBUTIONS/TRANSFERS</b>						
815 Interfund Transfer Out	0	615,120	71,587	71,587	180,000	
921 Transfer Principal to I & S	0	0	65,000	65,000	85,000	
922 Transfer Interest to I & S	0	0	66,300	66,300	48,425	
<b>TOTAL CONTRIBUTIONS/TRANSFER</b>	<b>0</b>	<b>615,120</b>	<b>202,887</b>	<b>202,887</b>	<b>313,425</b>	
<b>GRAND TOTALS</b>	<b>517,793</b>	<b>624,865</b>	<b>203,157</b>	<b>203,921</b>	<b>314,275</b>	<b>55%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>156,315</b>	<b>173,608</b>	<b>119,918</b>	<b>122,654</b>	<b>17,725</b>	
<b>ENDING FUND BALANCE</b>	<b>156,315</b>	<b>329,923</b>	<b>449,841</b>	<b>452,577</b>	<b>470,302</b>	

# **Proprietary Funds:**

Utility Fund

Water & Wastewater Impact Fund

Airport Fund

Cemetery Fund

**UTILITY FUND  
REVENUES**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b><u>330-INTERGOVERNMENTAL REV.</u></b>						
230 Contributions from Developers	408,958	22,500	0	27,500	0	
234 TEDC CONTRIBUTION	25,000	47,050	0	0	0	
238 Local Reimbursement	25,000	0	0	0	0	
<b>TOTAL INTERGOVERNMENTAL REV.</b>	<b>458,958</b>	<b>69,550</b>	<b>0</b>	<b>27,500</b>	<b>0</b>	<b>0.0%</b>
<b><u>340-CHARGES FOR SERVICES</u></b>						
271 Water Services	4,379,045	4,011,503	4,177,500	3,965,000	4,034,800	
272 Connect & Reconnect Fees	22,145	20,850	20,000	20,000	20,000	
273 Transfer Fees	3,800	3,345	3,300	3,300	3,310	
274 Late Payment Fees	160,283	164,334	145,000	145,000	145,000	
275 Sewer Service Charges	2,441,673	2,406,233	2,350,000	2,350,000	2,385,200	
276 Wholesale Water Charges	493,115	399,448	400,000	400,000	400,000	
277 Admin Fee	95,760	104,200	100,000	100,000	100,000	
279 Bulk Sewer Disposal Fees	4,660	5,480	4,500	7,000	7,000	
280 Misc. Water Service Fees	19,974	17,098	20,000	15,000	20,000	
289 Credit Card Processing Fees	18,231	22,272	20,900	26,000	26,000	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>7,638,686</b>	<b>7,154,763</b>	<b>7,241,200</b>	<b>7,031,300</b>	<b>7,141,310</b>	<b>-1.4%</b>
<b><u>420 ASSESSMENTS</u></b>						
321 Water Tap Fees	15,421	10,458	12,000	6,500	6,500	
322 Sewer Tap Fees	10,308	7,639	9,700	3,500	3,000	
325 Meter Fees	4,521	8,215	6,400	6,400	6,500	
<b>TOTAL ASSESSMENTS</b>	<b>30,250</b>	<b>26,312</b>	<b>28,100</b>	<b>16,400</b>	<b>16,000</b>	<b>-43.1%</b>
<b><u>430 USE OF MONEY &amp; PROPERTY</u></b>						
331 Interest Income	9,822	5,234	4,000	3,000	3,500	
333 Rental Income (Leases)	33,000	35,700	35,700	34,500	34,500	
334 Misc. Revenue	28,966	5,440	5,000	1,700	5,000	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>71,788</b>	<b>46,374</b>	<b>44,700</b>	<b>39,200</b>	<b>43,000</b>	<b>-3.8%</b>
<b><u>460 PROCEEDS GEN FIXED ASSETS</u></b>						
376 Bulk Water Sales	3,087	2,214	2,500	1,500	1,500	
379 Sale of Misc. Assets	(27,075)	0	0	0	0	
<b>TOTAL PROCEEDS GEN FIXED ASSETS</b>	<b>(23,988)</b>	<b>2,214</b>	<b>2,500</b>	<b>1,500</b>	<b>1,500</b>	<b>-40.0%</b>
<b>GRAND TOTALS</b>	<b>8,175,694</b>	<b>7,299,213</b>	<b>7,316,500</b>	<b>7,115,900</b>	<b>7,201,810</b>	<b>-1.6%</b>

**UTILITY FUND EXPENDITURES  
DETAIL**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	717,517	703,051	718,861	692,473	750,272	
112 Vacation	1,738	0	0	0	0	
114 Overtime	102,286	85,533	99,000	83,000	80,000	
115 Longevity Pay	6,576	7,536	8,208	8,208	7,632	
<b>SUB-TOTAL</b>	<b>828,117</b>	<b>796,121</b>	<b>826,069</b>	<b>783,681</b>	<b>837,904</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	59,728	58,410	63,359	61,659	65,726	
122 Workers Compensation	15,422	15,289	15,969	15,671	14,106	
123 State Unemployment Tax	1,584	5,977	1,881	224	5,841	
124 TMRS	110,550	102,607	106,501	103,112	111,890	
126 Health Insurance	96,921	101,969	119,229	117,589	139,058	
127 Dental Insurance	4,600	4,762	5,296	5,121	5,578	
128 Long Term Disability	2,943	1,880	2,156	2,077	2,251	
<b>SUB-TOTAL</b>	<b>291,747</b>	<b>290,893</b>	<b>314,391</b>	<b>305,453</b>	<b>344,450</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	8,663	12,001	11,530	11,530	11,215	
132 Uniforms Rental	3,922	4,262	4,602	4,602	4,602	
<b>SUB-TOTAL</b>	<b>12,585</b>	<b>16,263</b>	<b>16,132</b>	<b>16,132</b>	<b>15,817</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	2,790	2,770	4,550	4,000	4,550	
143 Membership/Dues	1,055	1,050	1,235	1,073	1,210	
144 Subscriptions & Books	250	0	560	560	250	
146 Training-Transportation	104	0	760	300	225	
147 Training-Lodging	867	755	3,920	3,400	3,470	
148 Training-Meals	718	766	1,425	1,425	1,255	
<b>SUB-TOTAL</b>	<b>5,784</b>	<b>5,341</b>	<b>12,450</b>	<b>10,758</b>	<b>10,960</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>1,138,234</b>	<b>1,108,618</b>	<b>1,169,042</b>	<b>1,116,024</b>	<b>1,209,131</b>	<b>3.43%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	4,337	4,183	6,500	6,500	6,500	
213 Photographic Supplies	269	0	280	280	280	
214 Computer Supplies	764	903	1,540	1,540	1,350	
215 Postage	34,699	34,026	38,300	2,600	35,725	
217 Office Security	0	3,481	0	0	0	
<b>SUB-TOTAL</b>	<b>40,069</b>	<b>42,593</b>	<b>46,620</b>	<b>10,920</b>	<b>43,855</b>	
<b>CONSTRUCTION SUPPLIES</b>						
221 Street Repair Materials	0	13,355	36,000	36,000	36,000	
223 Building Materials	1,410	1,381	2,000	200	2,000	
224 Clamps	19,266	18,147	26,000	26,000	20,000	
225 Sand & Gravel	27,954	24,561	30,000	30,000	30,000	
226 Misc. Hardware	36,343	49,702	55,500	55,500	55,500	
227 Electrical, Plumbing Supplies	6,310	754	10,220	15,220	10,400	
228 Machine Fabricated Parts	315	355	1,300	1,300	1,300	
<b>SUB-TOTAL</b>	<b>91,598</b>	<b>108,254</b>	<b>161,020</b>	<b>164,220</b>	<b>155,200</b>	

**UTILITY FUND EXPENDITURES  
DETAIL**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	137	465	750	750	750	
236 Misc Ocassions	0	300	0	0	0	
<b>SUB-TOTAL</b>	<b>137</b>	<b>765</b>	<b>750</b>	<b>750</b>	<b>750</b>	
<b>SPECIALTY SUPPLIES</b>						
251 Laboratory Supplies	5,022	3,568	5,848	5,848	5,848	
252 Medical Supplies	446	530	1,315	815	815	
253 Chemicals	51,026	45,592	55,990	50,990	55,730	
254 Botanical /Landscape	1,051	769	10,500	10,500	5,500	
256 Minor Tools/Instruments	4,039	5,214	8,715	9,215	9,213	
258 Treated Water	1,262,023	1,608,472	1,462,023	1,297,765	1,323,020	
259 Misc. Supplies	0	4,612	5,380	4,830	4,500	
<b>SUB-TOTAL</b>	<b>1,323,607</b>	<b>1,668,757</b>	<b>1,549,771</b>	<b>1,379,963</b>	<b>1,404,626</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	361	0	0	550	0	
262 Communication Equip.	0	149	500	500	500	
264 Computer Accessories	0	0	0	1,300	0	
265 Instruments/Apparatus	1,092	4,787	4,650	3,960	4,650	
267 Computers	615	0	0	12,940	1,700	
269 Other Office Equipment	6,274	0	0	3,150	1,000	
273 Fire Hydrants	7,456	10,414	15,000	15,000	11,250	
274 Water Valves	3,087	6,534	10,600	10,600	8,200	
275 Water Meters	95,117	48,116	65,600	65,600	55,600	
<b>SUB-TOTAL</b>	<b>114,002</b>	<b>70,000</b>	<b>96,350</b>	<b>113,600</b>	<b>82,900</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>1,569,413</b>	<b>1,890,369</b>	<b>1,854,511</b>	<b>1,669,453</b>	<b>1,687,331</b>	<b>-9.0%</b>
<b>UTILITIES</b>						
321 Light & Power	285,566	221,194	204,751	220,200	218,200	
322 Natural Gas/Propane	906	578	700	750	750	
323 Truck Telephone System	4,816	3,882	2,050	4,900	2,300	
324 Cell Phones	4,680	5,431	4,820	5,180	5,880	
325 Pagers	267	170	300	300	180	
326 Wireless Data Services	0	0	456	0	912	
<b>SUB-TOTAL</b>	<b>296,235</b>	<b>231,254</b>	<b>213,077</b>	<b>231,330</b>	<b>228,222</b>	
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
342 Electrical Repairs	1,298	3,003	4,450	3,775	4,450	
343 Heating/Cooling Repairs	1,094	662	1,500	2,175	2,500	
344 Plumbing Repairs	10	16	650	350	350	
349 Misc. Repairs/Maint.	6,391	6,940	7,000	7,000	7,000	
<b>SUB-TOTAL</b>	<b>8,793</b>	<b>10,621</b>	<b>13,600</b>	<b>13,300</b>	<b>14,300</b>	
<b>JANITORIAL SUPPLIES/SVC</b>						
352 Cleaning Supplies	0	0	800	800	800	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>800</b>	<b>800</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>305,028</b>	<b>241,875</b>	<b>227,477</b>	<b>245,430</b>	<b>243,322</b>	<b>7.0%</b>

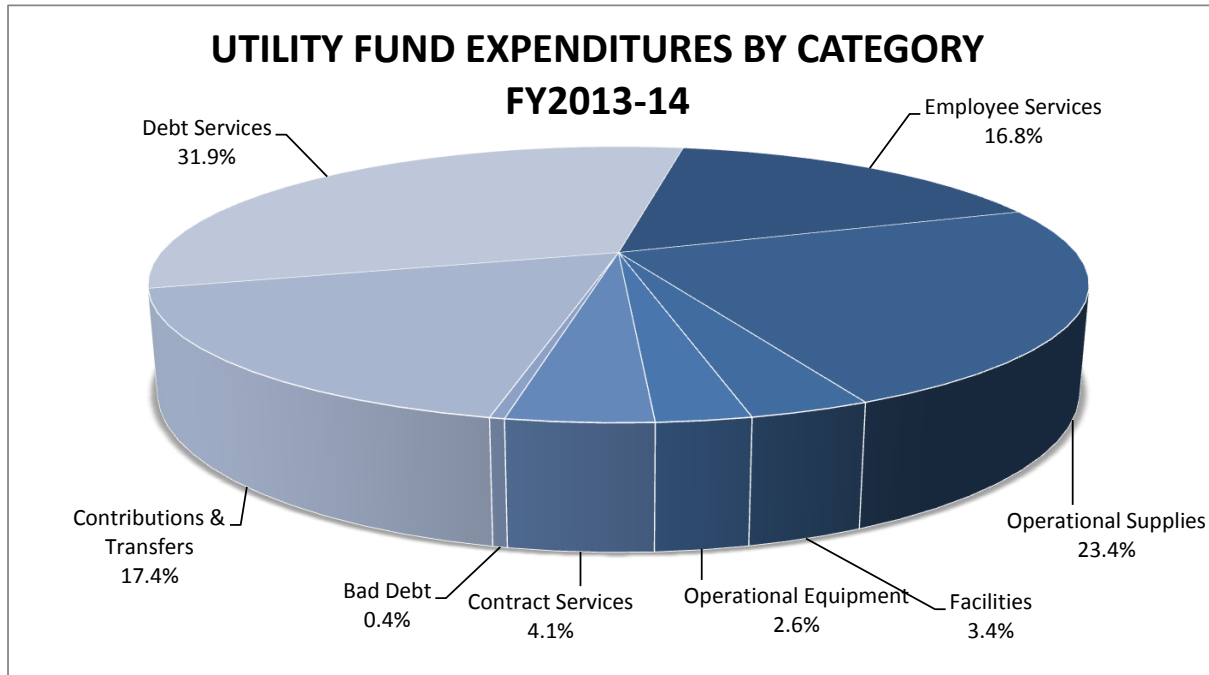


**UTILITY FUND EXPENDITURES  
DETAIL**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>EQUIPMENT RENTAL</b>						
412 Light Equipment Rental	500	1,800	3,000	3,000	3,000	
414 Motor Vehicle Rental	68,160	72,170	82,136	83,136	83,310	
415 Trucks, Heavy Equip. Rent	45,800	65,406	65,154	67,154	65,226	
416 Light Equip. Rental-Exterior	1,060	1,227	1,700	1,700	1,700	
418 Trucks, Heavy Equip.-Ext.	2,989	1,226	3,000	3,000	3,000	
<b>SUB-TOTAL</b>	<b>118,509</b>	<b>141,828</b>	<b>154,990</b>	<b>344,274</b>	<b>156,236</b>	
<b>FUEL, OIL, &amp; LUBRICANTS</b>						
421 Fuel, oil, lubricant	0	0	0	0	1,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	
<b>FIXED EQUIPMENT MAINT.</b>						
432 Machine Tools Maint/Repair	4,136	4,193	5,000	17,200	5,000	
433 Light Equipment Maint/Rep	0	0	2,800	2,800	2,800	
437 Pumps, Maintenance/Repair	1,257	6,281	3,800	3,800	5,800	
438 Electrical Motor Maint/Rep.	1,724	3,817	4,500	4,500	6,500	
439 Other Equip. Maint/Repair	6,492	12,720	7,400	7,400	9,400	
<b>SUB-TOTAL</b>	<b>13,609</b>	<b>27,011</b>	<b>23,500</b>	<b>35,700</b>	<b>29,500</b>	
<b>FUEL, OIL, FILTERS &amp; TIRES</b>						
445 Fuel, Oil & Lubricants	0	1,472	2,000	2,000	2,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>1,472</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	
<b>EQUIPMENT OPERATION</b>						
462 Office Equip. Maint/Repair	491	745	750	1,470	1,470	
<b>SUB-TOTAL</b>	<b>491</b>	<b>745</b>	<b>750</b>	<b>1,470</b>	<b>1,470</b>	
<b>TOTAL EQUIP OPERATIONS/MT.</b>	<b>132,609</b>	<b>171,056</b>	<b>181,240</b>	<b>383,444</b>	<b>190,206</b>	<b>4.9%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
512 Engineering Services	28,200	34,400	28,200	28,200	28,200	
514 Medical Services	0	0	1,817	1,817	1,200	
522 Insurance and Bonds	27,736	24,515	26,000	35,000	29,000	
523 Outside Printing	1,140	953	2,900	2,500	2,500	
525 Landfill Fees	27,110	31,279	32,000	29,300	24,300	
526 Testing/Cert. Permit	57,709	53,656	78,666	79,223	83,907	
532 Software Maint./License	23,117	25,379	38,499	48,178	31,375	
537 Bank Charges	778	1,084	1,500	1,500	1,500	
539 Other Contract Services	49,192	93,958	46,588	61,528	64,608	
543 Credit Card Fees	12,263	13,760	13,000	21,000	26,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>227,245</b>	<b>278,983</b>	<b>269,170</b>	<b>308,246</b>	<b>292,590</b>	<b>8.7%</b>
<b>BAD DEBT</b>						
601 Depreciation	1,144,654	1,131,417	0	0	0	
651 Bad Debt Expense	26,758	24,641	30,000	30,000	30,000	
<b>TOTAL BAD DEBT</b>	<b>1,171,412</b>	<b>1,156,059</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>						
722 Light Equipment	0	0	0	6,999	0	
725 Other Equipment	0	0	17,053	14,804	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>17,053</b>	<b>21,803</b>	<b>0</b>	<b>-100.0%</b>

**UTILITY FUND EXPENDITURES  
DETAIL**

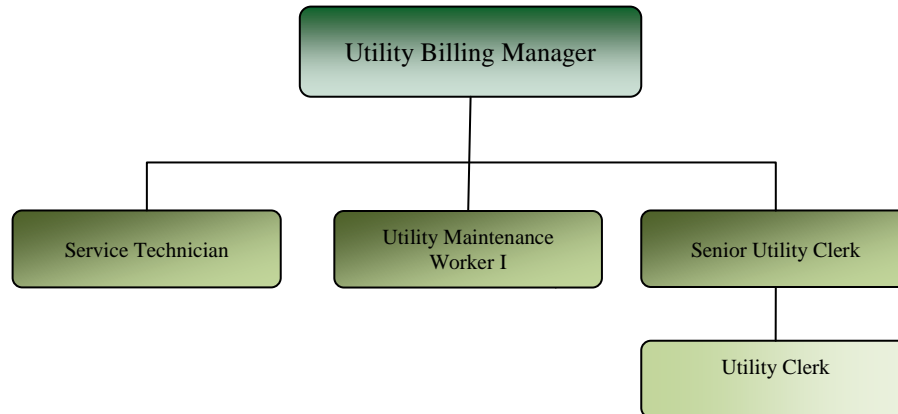
	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
815 Transfer to General Fund	850,000	850,000	850,000	850,000	1,250,000	
<b>SUB-TOTAL</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>1,250,000</b>	
<b>CONTINGENCY RESERVES/CLAIMS</b>						
831 Contingency Reserves	0	0	390,916	145,572	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>390,916</b>	<b>145,572</b>	<b>0</b>	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>850,000</b>	<b>850,000</b>	<b>1,240,916</b>	<b>995,572</b>	<b>1,250,000</b>	<b>0.7%</b>
<b>LONG-TERM DEBT/CAPITAL LEASE</b>						
921 Transfer to I & S Principal	0	0	1,154,406	1,200,890	1,200,890	
922 Transfer to I & S Interest	1,345,997	1,171,402	1,172,685	1,098,340	1,098,340	
<b>TOTAL DEBT SERVICE</b>	<b>1,345,997</b>	<b>1,171,402</b>	<b>2,327,091</b>	<b>2,299,230</b>	<b>2,299,230</b>	<b>-1.2%</b>
<b>GRAND TOTALS</b>	<b>6,739,938</b>	<b>6,868,361</b>	<b>7,316,500</b>	<b>7,069,202</b>	<b>7,201,810</b>	<b>-1.6%</b>



## **PUBLIC UTILITIES –ADMINISTRATION DEPARTMENT**

### **Department Description**

The City of Taylor Utility Administration Department manages financial operations and billing services. The Utility Administration department consists of a Utility Billing Manager, Senior Utility Clerk, two (2) Utility Clerks, Service Technician and Utility Maintenance Worker.



### **FY 2012-13 Accomplishments**

- Ensured excellent customer service to the Taylor community.
- Promoted consumer education programs for efficient utility use, conservation and customer service.
- Streamline workflow for efficiency.
- Educate staff through online training opportunities.
- Implement utility bill check scanning/imaging program.
- Continue to enhance services offered online available to customers that utilize the City's Utility Billing website (email notification of when bills are due).

### **FY 2013-14 Goals and Objectives**

- Implement service order program that will allow technicians to receive requests electronically as opposed to paper print outs.
- Continue to educate our staff through schools and other training opportunities.
- Continue to administer the operation of utility billing in an effective and efficient manner.
- Continuous improvement in customer relations.

## Position Control-Listing of Authorized Position

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Proposed	2011- 12	2012- 13	Difference	
#236	Utility Billing Manager	#01	F	Sal	Mgmt Pay Plan	M-2	M-2	1.00	1.00	0.00	
#625	Utility Clerk	#06	F	Hr.	A-1	15	15	2.00	2.00	0.00	
#624	Senior Utility Clerk	#06	F	Hr.	A-1	17	17	1.00	1.00	0.00	
#715	Service Tech	#08	F	Hr.	A-1	17	17	1.00	1.00	0.00	
#713	U. Maint W. I	#07	F	Hr.	A-1	17	17	1.00	1.00	0.00	
* F = Full Time    PPT = Permanent Part time								Total	6.00	6.00	0.00

PERFORMANCE MEASURES	FY2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 PROJECTED	FY2013-14 TARGET
<b>OUTPUTS</b>				
# of Utility Customers	5,677	5,682	5,700	5,750
# of Meter Read	5,757	5,794	5,798	5,825
# of Payment Transactions	68,980	69,397	69,393	69,795
<b>EFFICIENCIES</b>				
# of Meter Reads per Month per Reader	2,884	2,899	2,913	2,913
# of Customers per Utility Customer Service	1,892	1,894	1,900	1,917
# of Payment Transaction per Utility Clerk	22,993	23,129	23,131	23,225
<b>EFFECTIVENESS</b>				
Meter Reading Error Rate	<1%	<1%	<1%	<1%
% of Payments Received via Bank Draft	9%	9%	10%	10%

# UTILITY ADMINISTRATION

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	185,954	178,704	187,082	168,431	180,060	
112 Vacation/Holiday	(82)	0	0	0	0	
114 Overtime	1,097	1,015	1,000	1,000	1,000	
115 Longevity Pay	1,008	1,200	1,344	1,344	1,632	
<b>SUB-TOTAL</b>	<b>187,977</b>	<b>180,919</b>	<b>189,426</b>	<b>170,775</b>	<b>182,692</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	13,262	13,120	14,534	13,103	14,017	
122 Workers Compensation	2,210	2,026	2,082	2,028	1,782	
123 State Unemployment Tax	432	1,607	513	63	1,593	
124 TMRS	25,165	23,302	24,422	22,017	23,855	
126 Health Insurance	25,614	24,795	31,103	28,898	36,323	
127 Dental Insurance	1,274	1,195	1,513	1,356	1,530	
128 Long Term Disability	779	465	561	505	540	
<b>SUB-TOTAL</b>	<b>68,735</b>	<b>66,511</b>	<b>74,728</b>	<b>67,970</b>	<b>79,640</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	514	2,143	1,615	1,615	1,275	
<b>SUB-TOTAL</b>	<b>514</b>	<b>2,143</b>	<b>1,615</b>	<b>1,615</b>	<b>1,275</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	179	535	1,550	1,000	1,250	
143 Membership/Dues	65	0	195	163	170	
144 Subscriptions & Books	0	0	310	310	0	
146 Training-Transportation	104	0	760	300	225	
147 Training-Lodging	0	0	1,420	900	720	
148 Training-Meals	11	33	375	375	100	
<b>SUB-TOTAL</b>	<b>359</b>	<b>568</b>	<b>4,610</b>	<b>3,048</b>	<b>2,465</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>257,586</b>	<b>250,141</b>	<b>270,379</b>	<b>243,408</b>	<b>266,072</b>	<b>-1.6%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	2,856	2,168	2,500	2,500	2,500	
214 Computer Supplies	447	608	1,190	1,190	1,000	
215 Postage	33,678	31,357	38,000	33,000	33,000	
217 Office Security	0	3,481	0	0	0	
<b>SUB-TOTAL</b>	<b>36,981</b>	<b>37,614</b>	<b>41,690</b>	<b>36,690</b>	<b>36,500</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
226 Misc Hardware	223	0	0	0	0	
<b>SUB-TOTAL</b>	<b>223</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>SPECIALTY SUPPLIES</b>						
256 Minor Tools	0	82	500	500	500	
258 Treated Water	1,262,023	0	0	0	0	
259 Misc. Supplies	0	4,612	5,380	4,830	4,500	
<b>SUB-TOTAL</b>	<b>1,262,023</b>	<b>4,693</b>	<b>5,880</b>	<b>5,330</b>	<b>5,000</b>	
<b>OPERATIONAL EQUIPMENT</b>						
261 Office Furniture	361	0	0	550	0	
267 Computer	0	0	0	2,050	1,000	
269 Other Office Equipment	6,274	0	0	3,150	1,000	
<b>SUB-TOTAL</b>	<b>6,635</b>	<b>0</b>	<b>0</b>	<b>5,750</b>	<b>2,000</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>1,305,862</b>	<b>42,307</b>	<b>47,570</b>	<b>47,770</b>	<b>43,500</b>	<b>-8.6%</b>

# UTILITY ADMINISTRATION

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
UTILITIES						
321 Light & Power	2,216	1,399	2,590	2,200	2,200	
322 Natural Gas/Propane	130	176	200	0	0	
323 Truck Telephone System	459	737	600	1,100	1,100	
324 Cell Phones	870	1,277	1,200	1,280	1,280	
<b>SUB-TOTAL</b>	<b>3,675</b>	<b>3,590</b>	<b>4,590</b>	<b>4,580</b>	<b>4,580</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>3,675</b>	<b>3,590</b>	<b>4,590</b>	<b>4,580</b>	<b>4,580</b>	<b>-0.2%</b>
EQUIPMENT RENTAL						
414 Motor Vehicle Rental	6,020	8,500	13,068	13,568	13,655	
<b>SUB-TOTAL</b>	<b>6,020</b>	<b>8,500</b>	<b>13,068</b>	<b>13,568</b>	<b>13,655</b>	
Office Equipment						
462 Office Equipment Maint/Repair	491	562	0	720	720	
<b>SUB-TOTAL</b>	<b>491</b>	<b>562</b>	<b>0</b>	<b>720</b>	<b>720</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>6,511</b>	<b>9,062</b>	<b>13,068</b>	<b>14,288</b>	<b>14,375</b>	<b>10.0%</b>
CONTRACT SERVICES & FEES						
512 Engineering Services	0	0	0	0	0	
523 Outside Printing	0	0	400	0	0	
526 Testing Certification	0	111	186	186	172	
532 Software Maint/License	23,047	25,379	38,499	40,309	31,375	
539 Other Contract Services	27,907	28,398	18,500	25,500	25,920	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>50,954</b>	<b>53,888</b>	<b>57,585</b>	<b>65,995</b>	<b>57,467</b>	<b>-0.2%</b>
DEPRECIATION / BAD DEBT						
601 Depreciation-Fixed Assets	1,144,654	1,131,417	0	0	0	
<b>TOTAL DEPRECIATION/BAD DEBT</b>	<b>1,144,654</b>	<b>1,131,417</b>	<b>0</b>	<b>0</b>	<b>0</b>	
FIELD EQUIPMENT /VEHICLES						
725 Other Equipment	0	0	17,053	14,804	0	
<b>TOTAL DEPRECIATION/BAD DEBT</b>	<b>0</b>	<b>0</b>	<b>17,053</b>	<b>14,804</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>2,769,242</b>	<b>1,490,405</b>	<b>410,245</b>	<b>390,845</b>	<b>385,994</b>	<b>-5.9%</b>

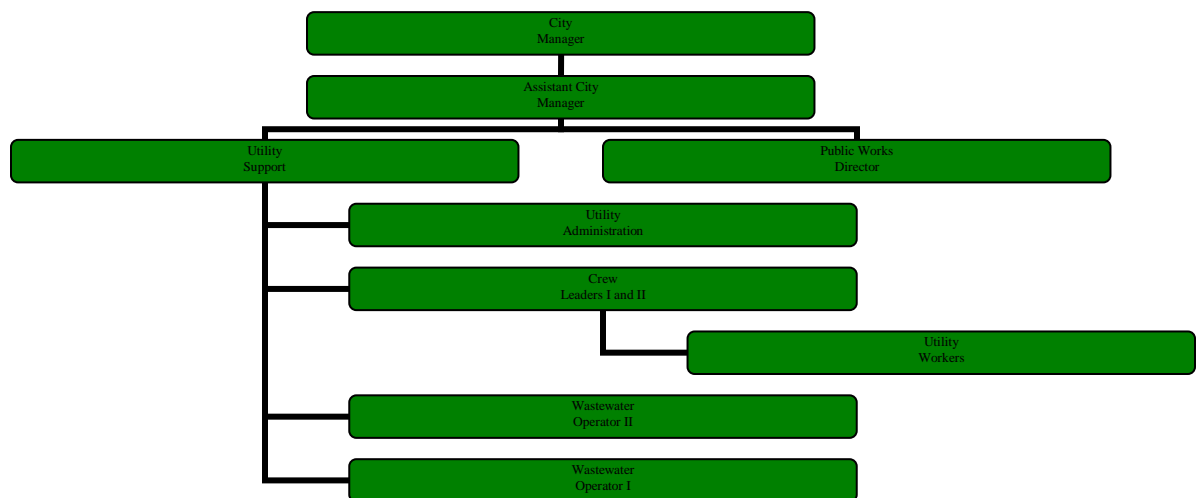
## Public Utilities-System Maintenance Department

### Department Description:

The Utility Maintenance Department manages the City of Taylor's water and wastewater infrastructure. Our services include the safe delivery of potable water and the proper disposal of wastewater, fire hydrant maintenance and repair, water and sewer line repair, upkeep of city lift stations, upkeep of water storage facilities, and the deliverance of the best customer service possible to our citizens.

### Mission Statement:

The Utility Maintenance Department continually strives to provide the highest quality of water and wastewater services to the citizens of Taylor, while trying to maintain a high level of customer satisfaction, and ensuring all EPA and TCEQ compliance standards are met.



### FY 2012/2013 Accomplishments:

- Kept manhole inspection program current.
- Met all requirements stated in the purchase water permit.
- Even with employee turnover, we have re-filled all positions.
- Replaced Brethren Church sewer main, and installed new sewer main for Golden Chick
- Located 41 different locations for utilities
- Replaced sewer service at City Cemetery

- Initiated Water Loss Audit

### **Progress on FY 2012/2013 Objectives:**

- Sent key personnel to classes to maintain licensing.
- Helped other departments as needed.
- Have pamphlets at Utility Billing for utility awareness.
- Installed many more meters, but work continues.
- Water/Wastewater complaints have been handled in a timely and orderly fashion.
- Working on Consumer Confidence Report (CCR)

### **FY 2013/2014 Goals and Objectives:**

- Maintain a high standard of customer service
- Utilize the city's resources in a efficient and effective manner
- Educate the public about utility usage awareness
- Promote a professional atmosphere with every department
- Continue to respond to water and sewer problems in a timely and professional manner
- Make certain the City of Taylor continues to be compliant with EPA and TCEQ policies
- Update our metering system as funds permit
- Update distribution and collection system as funds permit
- Make sure employee's have access to schools for continued education

#### **Wastewater Treatment Plant O&M**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012-13	2013-14	Difference
#463	Wastewater Plant Op II	#03	F	Hr.	A-1	18	18	1.00	1.00	0.00
#462	Wastewater Plant Op I	#03	F	Hr.	A-1	17	17	1.00	1.00	0.00
* F = Full Time PPT = Permanent Part time Total								2.00	2.00	0.00

#### **Utility Maintenance**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012-13	2013-14	Difference
#131	Utility Supt.	#01	F	Sal	Mgmt Pay Plan	M-1	M-1	1.00	1.00	0.00
#226	Asst. Utility Supt.	#02	F	Sal	Mgmt Pay Plan	M-2	M-2	0.00	0.00	0.00
#611	Administrative Assistant	#06	F	Hr.	A-1	19	19	1.00	1.00	0.00
#322	Crew Leader II	#07	F	Hr.	A-1	22	22	3.00	3.00	0.00
#323	Crew Leader	#07	F	Hr.	A-1	20	20	2.00	2.00	0.00
#713	U. Maint W. I	#07	F	Hr.	A-1	17	17	3.00	3.00	0.00
#712	U. Maint W. II	#07	F	Hr.	A-1	19	19	4.00	4.00	0.00
* F = Full Time PPT = Permanent Part time Total								14.00	14.00	0.00



<b>PERFORMANCE MEASURES</b>	<b>FY2010-11 ACTUAL</b>	<b>FY 2011-12 ACTUAL</b>	<b>FY 2012-13 PROJECTED</b>	<b>FY2013-14 TARGET</b>
<b>OUTPUTS:</b>				
Water Leaks	309	238	348	300
Sewer Stops	219	209	176	205
Meter Installs	811	472	192	490
Water Taps	4	4	4	6
Sewer Taps	4	2	8	10
Fire Hydrant Repair/Replace	2	3	8	5
Water Valves Repair/Replace	4	3	12	6
Sewer Main/Service Replaced	4	7	8	5
Meter Checks	1	91	70	25
Reconnect Water After Hours	61	22	64	70
Camera Jobs	12	7	8	7
City Side Cleanouts	65	25	128	75
Line Locates	72	25	56	65
<b>EFFECTIVENESS:</b>				
Maintenance Cost for Pumps & Motors	\$2,981	\$7,461	\$7,575	\$6,010
Maintenance Cost for Storage Tanks	\$5,146	\$8,369	\$6,572	\$7,000
<b>EFFICIENCIES:</b>				
# of Bacteriological Water Sample Positives	1	0	0	0

# WASTEWATER TREATMENT

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	61,863	65,950	66,991	72,470	66,991	
112 Vacation/Holiday	336	0	0	0	0	
114 Overtime	10,116	16,827	12,000	15,000	12,000	
115 Longevity Pay	384	480	1,584	1,584	672	
<b>SUB-TOTAL</b>	<b>72,699</b>	<b>83,257</b>	<b>80,575</b>	<b>89,054</b>	<b>79,663</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	5,508	6,254	6,179	6,600	6,110	
122 Workers Compensation	1,473	1,351	1,564	1,688	1,310	
123 State Unemployment Tax	144	522	171	27	531	
124 TMRS	9,677	10,641	10,388	11,095	10,402	
126 Health Insurance	8,534	9,406	10,368	13,720	17,929	
127 Dental Insurance	425	463	252	486	507	
128 Long Term Disability	250	177	201	217	201	
<b>SUB-TOTAL</b>	<b>26,011</b>	<b>28,814</b>	<b>29,123</b>	<b>33,833</b>	<b>36,990</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	1,153	1,163	1,175	1,175	1,200	
132 Uniforms Rental	561	550	1,248	1,248	1,248	
<b>SUB-TOTAL</b>	<b>1,714</b>	<b>1,713</b>	<b>2,423</b>	<b>2,423</b>	<b>2,448</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	525	570	1,200	1,200	1,200	
143 Membership/Dues	130	1,050	130	0	130	
147 Training-Lodging	391	101	1,000	1,000	1,000	
148 Training-Meals	240	90	420	420	420	
<b>SUB-TOTAL</b>	<b>1,286</b>	<b>1,811</b>	<b>2,750</b>	<b>2,620</b>	<b>2,750</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>101,710</b>	<b>115,595</b>	<b>114,871</b>	<b>127,930</b>	<b>121,851</b>	<b>6.1%</b>
<b>CONSTRUCTION SUPPLIES</b>						
226 Misc. Hardware	220	280	500	500	500	
227 Electrical, Plumbing Supplies	6,052	463	9,820	14,820	10,000	
228 Machine Fabricated Parts	171	177	800	800	800	
<b>SUB-TOTAL</b>	<b>6,443</b>	<b>919</b>	<b>11,120</b>	<b>16,120</b>	<b>11,300</b>	
<b>SPECIALTY SUPPLIES</b>						
251 Laboratory Supplies	5,022	3,568	5,848	5,848	5,848	
252 Medical Supplies	13	130	200	200	200	
253 Chemicals	19,771	14,285	24,700	19,700	24,440	
254 Botanical /Landscape	671	0	500	500	500	
256 Minor Tools/Instruments	283	656	710	710	710	
<b>SUB-TOTAL</b>	<b>25,760</b>	<b>18,639</b>	<b>31,958</b>	<b>26,958</b>	<b>31,698</b>	
<b>OPERATIONAL EQUIPMENT</b>						
267 Computers	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>32,203</b>	<b>19,558</b>	<b>43,078</b>	<b>43,078</b>	<b>42,998</b>	<b>-0.2%</b>
<b>UTILITIES</b>						
321 Light & Power	259,808	180,600	186,672	185,000	181,000	
323 Trunk Telephone	1,119	992	1,200	1,200	1,200	
324 Cell Phones	433	432	500	500	600	
325 Pagers	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>261,360</b>	<b>182,024</b>	<b>188,372</b>	<b>186,700</b>	<b>182,800</b>	

# **WASTEWATER TREATMENT**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>FACILITY REPAIR/IMPROVEMENTS</b>						
342 Electrical Repairs	924	803	2,450	1,775	2,450	
343 Heating/Cooling Repairs	976	494	1,000	1,675	2,000	
344 Plumbing Repairs	0	16	350	350	350	
349 Misc. Repairs	5,553	5,971	6,000	6,000	6,000	
<b>SUB-TOTAL</b>	<b>7,453</b>	<b>7,283</b>	<b>9,800</b>	<b>9,800</b>	<b>10,800</b>	
<b>TOTAL FACILITIES OPERATIONS</b>	<b>268,813</b>	<b>189,307</b>	<b>198,172</b>	<b>196,500</b>	<b>193,600</b>	<b>-2.3%</b>
<b>EQUIPMENT RENTAL</b>						
412 Light Equipment Rental	500	1,800	1,000	1,000	1,000	
414 Motor Vehicle Rental	5,420	4,300	9,068	9,568	9,655	
415 Trucks, Heavy Equipment	0	3,800	3,000	3,000	3,000	
<b>SUB-TOTAL</b>	<b>5,920</b>	<b>9,900</b>	<b>13,068</b>	<b>13,568</b>	<b>13,655</b>	
<b>FUEL, OIL, &amp; LUBRICANTS</b>						
421 Fuel, oil, lubricant	0	0	0	0	1,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	
<b>FIXED EQUIPMENT MAINT.</b>						
432 Machine Tools Maint/Repair	3,244	3,352	4,000	16,200	4,000	
437 Pumps, Maintenance/Repair	207	5,509	3,000	3,000	3,000	
438 Electrical Motor Maint/Rep.	1,227	2,905	3,000	3,000	4,000	
439 Other Equipment Maint/Rep.	3,093	9,286	4,000	4,000	6,000	
<b>SUB-TOTAL</b>	<b>7,771</b>	<b>21,052</b>	<b>14,000</b>	<b>26,200</b>	<b>17,000</b>	
<b>FUEL, OIL, FILTERS &amp; TIRES</b>						
445 Fuel, Oil & Lubricants	0	1,472	2,000	2,000	2,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>1,472</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	
<b>OFFICE EQUIPMENT</b>						
462 Office Equipment Maint/Rep.	0	0	500	500	500	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>13,691</b>	<b>32,424</b>	<b>29,568</b>	<b>42,268</b>	<b>34,155</b>	<b>15.5%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
514 Medical Services	0	0	925	925	400	
525 Landfill Fees	27,110	31,279	32,000	29,300	24,300	
526 Testing/Cert. Permits	37,482	36,371	40,480	41,037	45,480	
539 Other Contract Services	729	8,904	3,000	3,000	3,600	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>65,321</b>	<b>76,554</b>	<b>76,405</b>	<b>74,262</b>	<b>73,780</b>	<b>-3.4%</b>
<b>GRAND TOTALS</b>	<b>481,738</b>	<b>433,438</b>	<b>462,094</b>	<b>484,038</b>	<b>466,384</b>	<b>0.9%</b>

**UTILITY DISTRIBUTION/  
COLLECTION**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	469,700	458,398	464,788	451,572	486,773	
112 Vacation/Holiday	1,484	0	0	0	0	
114 Overtime	91,073	67,691	86,000	67,000	67,000	
115 Longevity Pay	5,184	5,856	5,280	5,280	5,568	
<b>SUB-TOTAL</b>	<b>567,441</b>	<b>531,944</b>	<b>556,068</b>	<b>523,852</b>	<b>559,341</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	40,958	39,036	42,646	41,956	44,355	
122 Workers Compensation	11,739	11,912	12,323	11,955	10,942	
123 State Unemployment Tax	1,008	3,847	1,197	134	3,717	
124 TMRS	75,708	68,664	71,691	70,000	75,517	
126 Health Insurance	62,773	67,767	77,758	74,971	84,940	
127 Dental Insurance	2,901	3,104	3,531	3,279	3,550	
128 Long Term Disability	1,914	1,237	1,394	1,355	1,460	
<b>SUB-TOTAL</b>	<b>197,001</b>	<b>195,568</b>	<b>210,540</b>	<b>203,650</b>	<b>224,481</b>	
<b>ALLOWANCES/REIMBURSEMENTS</b>						
131 Uniforms	6,996	8,695	8,740	8,740	8,740	
132 Uniforms Rental	3,361	3,712	3,354	3,354	3,354	
<b>SUB-TOTAL</b>	<b>10,357</b>	<b>12,407</b>	<b>12,094</b>	<b>12,094</b>	<b>12,094</b>	
<b>TRAINING/PROFESSIONAL DEV.</b>						
141 Workshop Training	2,086	1,665	1,800	1,800	2,100	
143 Membership/Dues	860	0	910	910	910	
144 Subscriptions & Books	250	0	250	250	250	
147 Training-Lodging	476	654	1,500	1,500	1,750	
148 Training-Meals	467	643	630	630	735	
<b>SUB-TOTAL</b>	<b>4,139</b>	<b>2,962</b>	<b>5,090</b>	<b>5,090</b>	<b>5,745</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>778,938</b>	<b>742,881</b>	<b>783,792</b>	<b>744,686</b>	<b>801,661</b>	<b>2.3%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	1,481	2,016	4,000	4,000	4,000	
213 Photographic Supplies	269	0	280	280	280	
214 Computer Supplies	317	295	350	350	350	
215 Postage	1,021	2,668	300	2,600	2,725	
<b>SUB-TOTAL</b>	<b>3,088</b>	<b>4,979</b>	<b>4,930</b>	<b>7,230</b>	<b>7,355</b>	
<b>CONSTRUCTION SUPPLIES</b>						
221 Street Repair Materials	0	13,355	36,000	36,000	36,000	
223 Building Materials	1,410	1,381	2,000	200	2,000	
224 Clamps	19,266	18,147	26,000	26,000	20,000	
225 Sand & Gravel	27,954	24,561	30,000	30,000	30,000	
226 Misc. Hardware	35,900	49,422	55,000	55,000	55,000	
227 Electrical, Plumbing Supplies	258	291	400	400	400	
228 Machine Fabricated Parts	144	178	500	500	500	
<b>SUB-TOTAL</b>	<b>84,932</b>	<b>107,335</b>	<b>149,900</b>	<b>148,100</b>	<b>143,900</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	137	465	750	750	750	
236 Misc Occassions	0	300	0	0	0	
<b>SUB-TOTAL</b>	<b>137</b>	<b>765</b>	<b>750</b>	<b>750</b>	<b>750</b>	

UTILITY DISTRIBUTION/ COLLECTION						% Change Prior Year
	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	
SPECIALTY SUPPLIES						
252 Medical Supplies	433	400	615	615	615	
253 Chemicals	31,255	31,307	31,290	31,290	31,290	
254 Botanical Landscape	380	769	10,000	10,000	5,000	
256 Minor Tools/Instruments	3,756	4,476	8,005	8,005	8,003	
259 Misc. Supplies	0	0	0	0	0	
<b>SUB-TOTAL</b>	<b>35,824</b>	<b>36,952</b>	<b>49,910</b>	<b>49,910</b>	<b>44,908</b>	
OPERATIONAL EQUIPMENT						
262 Communication Equipment	0	149	500	500	500	
265 Instruments/Apparatus	1,092	4,787	4,650	3,960	4,650	
267 Computers	615	0	0	1,440	700	
273 Fire Hydrants	7,456	10,414	15,000	15,000	11,250	
274 Water Valves	3,087	6,534	10,600	10,600	8,200	
275 Water Meters	95,117	48,116	65,600	65,600	55,600	
<b>SUB-TOTAL</b>	<b>107,367</b>	<b>70,000</b>	<b>96,350</b>	<b>97,100</b>	<b>80,900</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>231,348</b>	<b>220,031</b>	<b>301,840</b>	<b>303,090</b>	<b>277,813</b>	<b>-8.0%</b>
UTILITIES						
321 Light & Power	23,542	39,195	15,489	33,000	35,000	
322 Natural Gas/Propane	776	403	500	750	750	
323 Truck Telephone System	3,238	2,153	250	2,600	0	
324 Cell Phones	3,377	3,721	3,120	3,400	4,000	
325 Pagers	267	170	300	300	180	
326 Wireless Data Services	0	0	456	0	912	
<b>SUB-TOTAL</b>	<b>31,200</b>	<b>45,640</b>	<b>20,115</b>	<b>40,050</b>	<b>40,842</b>	
FACILITY REPAIR/IMPROVEMENTS						
342 Electrical Repairs	374	2,200	2,000	2,000	2,000	
343 Heating/Cooling Repairs	118	168	500	500	500	
344 Plumbing Repairs	10	0	300	0	0	
349 Misc. Repairs	838	969	1,000	1,000	1,000	
<b>SUB-TOTAL</b>	<b>1,340</b>	<b>3,338</b>	<b>3,800</b>	<b>3,500</b>	<b>3,500</b>	
JANITORIAL SUPPLIES/SVC						
351 Janitorial Services						
352 Cleaning Supplies	0	0	800	800	800	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>800</b>	<b>800</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>32,540</b>	<b>48,979</b>	<b>24,715</b>	<b>44,350</b>	<b>45,142</b>	<b>82.7%</b>
EQUIPMENT RENTAL						
412 Light Equip. Rental	0	0	2,000	2,000	2,000	
414 Motor Vehicle Rental	56,720	59,370	60,000	60,000	60,000	
415 Trucks, Heavy Equip. Rental	45,800	61,606	62,154	64,154	62,226	
416 Light Equip. Rental-Exterior	1,060	1,227	1,700	1,700	1,700	
418 Trucks, Heavy Equip.-Ext.	2,989	1,226	3,000	3,000	3,000	
419 Replacement Fund Contrib.	0	0	0	186,284	0	
<b>SUB-TOTAL</b>	<b>106,569</b>	<b>123,428</b>	<b>128,854</b>	<b>317,138</b>	<b>128,926</b>	
FIXED EQUIPMENT MAINT.						
432 Machine Tools Maint/Repair	892	841	1,000	1,000	1,000	
433 Light Equipment Maint/Rep	0	0	2,800	2,800	2,800	
437 Pumps, Maint. Repair	1,050	772	800	800	2,800	
438 Electrical Motor Maint/Rep.	497	912	1,500	1,500	2,500	
439 Other Equipment Maint/Rep.	3,399	3,434	3,400	3,400	3,400	
<b>SUB-TOTAL</b>	<b>5,838</b>	<b>5,959</b>	<b>9,500</b>	<b>9,500</b>	<b>12,500</b>	

UTILITY DISTRIBUTION/ COLLECTION						% Change Prior Year
	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	
EQUIPMENT OPERATION						
462 Other Equip. Maint./Repair	0	183	250	250	250	
<b>SUB-TOTAL</b>	0	183	250	250	250	
<b>TOTAL EQUIPMENT OPERATION</b>	<b>112,407</b>	<b>129,570</b>	<b>138,604</b>	<b>326,888</b>	<b>141,676</b>	<b>2.2%</b>
CONTRACT SERVICES & FEES						
512 Engineering Services	28,200	32,900	28,200	28,200	28,200	
514 Medical Services	0	0	892	892	800	
523 Outside Printing	1,140	953	2,500	2,500	2,500	
526 Testing/Certification	20,227	17,174	38,000	38,000	38,255	
532 Software Maint./License	70	0	0	0	0	
539 Other Contract Services	18,197	20,827	25,088	25,088	35,088	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>67,834</b>	<b>71,854</b>	<b>94,680</b>	<b>94,680</b>	<b>104,843</b>	<b>10.7%</b>
CAPITAL OUTLAY						
722 Light Equipment	0	0	0	6,999	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,999</b>	<b>0</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>1,223,067</b>	<b>1,213,314</b>	<b>1,343,631</b>	<b>1,520,693</b>	<b>1,371,135</b>	<b>2.0%</b>

**UTILITY NON-DEPARTMENTAL**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>SPECIALTY SUPPLIES</b>						
258 Treated Water	0	1,608,472	1,462,023	1,297,765	1,323,020	
264 Computer Accessories	0	0	0	1,300	0	
267 Computers	0	0	0	9,450	0	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>0</b>	<b>1,608,472</b>	<b>1,462,023</b>	<b>1,308,515</b>	<b>1,323,020</b>	<b>-9.5%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
512 Engineering Services	0	1,500	0	0	0	
522 Insurance and Bonds	27,736	24,515	26,000	35,000	29,000	
532 Software Maintenance	0	0	0	7,869	0	
537 Bank Charges	778	1,084	1,500	1,500	1,500	
539 Other Contract Services	2,359	35,829	0	7,940	0	
543 Credit Card Fees	12,263	13,760	13,000	21,000	26,000	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>43,136</b>	<b>76,688</b>	<b>40,500</b>	<b>73,309</b>	<b>56,500</b>	<b>39.5%</b>
<b>BAD DEBT</b>						
651 Bad Debt Expense	26,758	24,641	30,000	30,000	30,000	
<b>TOTAL BAD DEBT</b>	<b>26,758</b>	<b>24,641</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0.0%</b>
<b>CONTRIBUTIONS/TRANSFERS</b>						
815 Transfer to General Fund	850,000	850,000	850,000	850,000	1,330,000	
<b>SUB-TOTAL</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>1,330,000</b>	
<b>CONTINGENCY RESERVES/CLAIMS</b>						
831 Contingency Reserves	0	0	390,916	145,572	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>390,916</b>	<b>145,572</b>	<b>0</b>	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>850,000</b>	<b>850,000</b>	<b>1,240,916</b>	<b>995,572</b>	<b>1,330,000</b>	<b>7.2%</b>
<b>LONG-TERM DEBT/CAPITAL LEASE</b>						
921 Transfer to I & S Principal	0	0	1,154,406	1,200,890	1,200,890	
922 Transfer to I & S Interest	1,345,997	1,171,402	1,172,685	1,098,340	1,098,340	
<b>TOTAL DEBT SERVICE</b>	<b>1,345,997</b>	<b>1,171,402</b>	<b>2,327,091</b>	<b>2,299,230</b>	<b>2,299,230</b>	<b>-1.2%</b>
<b>GRAND TOTALS</b>	<b>2,265,891</b>	<b>3,731,203</b>	<b>5,100,530</b>	<b>4,706,626</b>	<b>5,038,750</b>	<b>-1.2%</b>

# UTILITY IMPACT FUND

	FY2010-11	FY2011-12	FY2012-13	FY2012-13	FY2013-14	% Change
	ACTUAL	ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED BUDGET	Prior Year
Beginning Fund Balance	324,468	330,343	413,523	413,523	346,169	
<b>REVENUES</b>						
<b><u>340-CHARGES FOR SERVICES</u></b>						
323 Water Cap. Impact Fee	14,874	64,450	15,000	15,000	15,000	
324 Sewer Cap. Impact Fee	4,565	31,903	6,000	6,000	6,000	
<b>TOTAL REVENUES</b>	<b>19,439</b>	<b>96,354</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>0.0%</b>
<b>EXPENDITURES</b>						
<b><u>500-CONTRACT SERVICES &amp; FEES</u></b>						
512 Engineering Services	8,400	0	0	0	0	
539 Other Contract Services	5,164	13,174	0	0	0	
<b>TOTAL CONTRACT SERVICES</b>	<b>13,564</b>	<b>13,174</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b><u>700-CAPITAL IMPROVEMENTS</u></b>						
746 Construction Improvements	0	0	0	88,354	0	
<b>TOTAL CAPITAL IMPROVEME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>88,354</b>	<b>0</b>	
<b>TOTAL EXPENSES</b>	<b>13,564</b>	<b>13,174</b>	<b>0</b>	<b>88,354</b>	<b>0</b>	<b>0.0%</b>
<b>Net Increase/Loss</b>	<b>5,875</b>	<b>83,180</b>	<b>21,000</b>	<b>(67,354)</b>	<b>21,000</b>	<b>0.0%</b>
<b>Ending Fund Balance</b>	<b>330,343</b>	<b>413,523</b>	<b>434,523</b>	<b>346,169</b>	<b>367,169</b>	



## **TAYLOR MUNICIPAL AIRPORT**

### **Department Description**

The Taylor Municipal Airport is designated as a Community Service, General Aviation airport, serving eastern Williamson county. According to the 2010 Texas Airport System Plan, these General Aviation airports make up nearly 85 percent of the airports in the National Plan of Integrated Airport Systems (NPIAS) and nearly 92 percent of the facilities in the Texas Airport System Plan (TASP). General aviation is an important contributor to both the state and national economies. As one of only 106 Community Service airports state-wide, the Taylor Municipal Airport is an important factor to the local economy as well.

The Taylor Municipal Airport Office is responsible for the safe and efficient operation of the airport and associated facilities. The staff's primary responsibilities include monitoring the safe handling of aviation fuel deliveries and sales; ensuring that all navigational and airport lighting are fully operational; leasing and administration of airport hangars and tie-down spaces; monitoring and documenting aircraft operations; providing ground to air radio communication advisories to aircraft operating at Taylor; conducting numerous safety and maintenance inspections and checklists; maintaining Airport records; providing administrative and logistical support as well as to serve as an informal "ambassador" for the City of Taylor, to transient aircrews and their clients while flying through Taylor. The airport staff consists of one full-time manager and one part-time attendant.

### **Mission Statement**

To be the preferred general aviation destination in Central Texas by providing effective, efficient and courteous products and services to the aviation community.

### **FY 2012-13 Accomplishments**

- Creating a full-time, on-site Airport Manager position in order to properly address airport issues and maintenance of facilities
- Creating new processes and documentation to facilitate airport operations
- Establishing a routine safety inspection program for airport facilities and equipment
- Beginning the process to expand and improve existing airport facilities

### **FY 2013-2014 Goals and Objectives**

- To continue airport improvement programs to include:
  - Finalize the GPS approach to encourage more corporate aircraft into the airport
  - Maintain and enhance the condition of the existing pavement surfaces
  - Continue routine maintenance programs to enhance the longevity of existing hangars.
- Acquire funding for multiple pavement projects and additional hangars.
- Attend the Texas Aviation Conference.

- Ensure 100% occupancy of all hangar space.
- Create and refine S.O.P's (Standard Operation Procedures).
- Remodel the existing Airport Office and Pilot's Lounge.

**Position Control- Listing of Authorized Position**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions			
						Prior Year	Proposed	2012- 13	2013- 14	Difference	
#350	Airport Manager	#08	FT	Hr.	A-1	13	13	1.0	1.0	0.00	
#759	Airport Attendant	#08	PPT	Hr.	A-1	9	9	0.25	0.25	0.00	
* F = Full Time    PPT = Permanent Part time								Total	1.25	1.25	0.00

# AIRPORT FUND REVENUES

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b><u>330-INTERGOVERNMENTAL REV.</u></b>						
229 Other State Grants/Reimb.	205,386	0	0	0	0	
<b>TOTAL INTERGOVERNMENTAL RE</b>	<b>205,386</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b><u>340-CHARGES FOR SERVICES</u></b>						
281 T-Hangers	152,322	152,447	152,300	157,360	157,360	
283 Ground Leases	2,602	2,602	2,602	2,602	2,602	
284 Sale of AV Gas	211,435	177,388	215,000	187,100	190,450	
285 Sale of Jet A Gas	97,345	93,949	105,000	117,000	121,420	
374 Late Payment fees	420	474	0	400	355	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>464,124</b>	<b>426,859</b>	<b>474,902</b>	<b>464,462</b>	<b>472,187</b>	<b>-0.6%</b>
<b><u>420 ASSESSMENTS</u></b>						
327 Contrib. by Developers						
329 Payment of Claims	0	3,985	0	878	0	
<b>TOTAL ASSESSMENTS</b>	<b>0</b>	<b>3,985</b>	<b>0</b>	<b>878</b>	<b>0</b>	<b>0.0%</b>
<b><u>440 DONATIONS/PRIVATE SOURCE</u></b>						
356 Sales& Other Fund Raiser	290	120	120	30	0	
<b>TOTAL DONATIONS PRIVATE SOUR</b>	<b>290</b>	<b>120</b>	<b>120</b>	<b>30</b>	<b>0</b>	<b>-100.0%</b>
<b><u>450 INTERFUND OPERATING TRANS</u></b>						
356 Interfund Transfer In	17,721	0	0	0	0	
<b>TOTAL INTERFUND TRANSFER</b>	<b>17,721</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>687,521</b>	<b>430,964</b>	<b>475,022</b>	<b>465,370</b>	<b>472,187</b>	<b>-0.6%</b>
<b>Net Profit/Loss</b>	<b>249,059</b>	<b>(7,771)</b>	<b>518</b>	<b>0</b>	<b>0</b>	

# AIRPORT OPERATIONS EXPENDITURES

			FY2012-13	FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	BUDGET	Year
<b>WAGES &amp; SALARIES</b>					
111 Regular Full Time	0	239	24,898	24,898	26,159
114 Overtime	0	0	0	20	800
115 Longevity Pay	0	0	0	48	48
117 Temporary/Seasonal	24,387	25,057	9,257	9,257	9,725
118 Insurance Allowance	0	0	0	1,108	1,200
<b>SUB-TOTAL</b>	<b>24,387</b>	<b>25,296</b>	<b>34,155</b>	<b>35,331</b>	<b>37,932</b>
<b>PAID BENEFITS</b>					
121 FICA-Social Security	1,849	1,929	2,641	2,698	2,841
122 Workers Compensation	80	76	99	102	91
123 State Unemployment Tax	235	665	171	18	531
124 IMRS	0	41	3,210	3,353	3,579
126 Health Insurance	0	0	5,184	0	6,013
127 Dental Insurance	0	0	252	243	255
128 Long Term Disability	0	0	75	75	77
<b>SUB-TOTAL</b>	<b>2,164</b>	<b>2,710</b>	<b>11,632</b>	<b>6,489</b>	<b>13,387</b>
<b>ALLOWANCES/REIMBURSEMENTS</b>					
131 Uniforms	0	0	100	100	300
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>300</b>
<b>TRAINING/PROFESSIONAL DEV.</b>					
142 Professional Conferences	0	0	0	175	260
144 Subscriptions & Books	0	0	0	0	300
146 Training-Transportation	0	0	0	0	100
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>175</b>	<b>660</b>
<b>TOTAL EMPLOYEE SERVICES</b>	<b>26,551</b>	<b>28,006</b>	<b>45,887</b>	<b>42,095</b>	<b>52,279</b>
<b>OFFICE SUPPLIES</b>					
211 General Office Supplies	917	641	700	700	700
217 Office Security	252	252	230	230	260
<b>SUB-TOTAL</b>	<b>1,169</b>	<b>893</b>	<b>930</b>	<b>930</b>	<b>960</b>
<b>CONSTRUCTION SUPPLIES</b>					
223 Building Materials	136	15	200	83	0
<b>SUB-TOTAL</b>	<b>136</b>	<b>15</b>	<b>200</b>	<b>83</b>	<b>0</b>
<b>PROGRAM/SPECIAL EVENTS</b>					
232 Food/Meals	0	0	0	0	300
233 City Sponsored Events	100	0	0	0	1,000
<b>SUB-TOTAL</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,300</b>
<b>OPERATIONAL EQUIPMENT</b>					
261 Office Furniture	0	0	0	0	1,500
267 Computer	0	0	0	1,168	0
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,168</b>	<b>1,500</b>
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>1,406</b>	<b>908</b>	<b>1,130</b>	<b>2,181</b>	<b>3,760</b>

13.9%

232.7%

# AIRPORT OPERATIONS EXPENDITURES

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>UTILITIES</b>						
321 Light & Power	14,314	8,339	9,520	8,500	8,500	
323 Truck Telephone System	838	775	820	820	820	
324 Cell Phones	0	0	0	550	600	
325 Pagers	59	60	65	65	65	
<b>SUB-TOTAL</b>	<b>15,211</b>	<b>9,174</b>	<b>10,405</b>	<b>9,935</b>	<b>9,985</b>	
<b>FACILITY REPAIR/MAINT.</b>						
345 Carpentry/Painting	0	0	0	0	1,500	
349 Misc. Repairs/Maint	424	533	1,000	11,189	23,700	
<b>SUB-TOTAL</b>	<b>424</b>	<b>533</b>	<b>1,000</b>	<b>11,189</b>	<b>25,200</b>	
<b>JANITORIAL SUPPLIES/SVC</b>						
352 Cleaning Supplies	0	0	0	0	200	
353 Cleaning- Paper Products	0	0	0	0	300	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	
<b>TOTAL FACILITIES OPERATION</b>	<b>15,635</b>	<b>9,707</b>	<b>11,405</b>	<b>21,124</b>	<b>35,685</b>	<b>212.9%</b>
<b>EQUIPMENT RENTAL</b>						
414 Motor Vehicle Rental	2,000	4,400	5,000	5,250	6,800	
<b>SUB-TOTAL</b>	<b>2,000</b>	<b>4,400</b>	<b>5,000</b>	<b>5,250</b>	<b>6,800</b>	
<b>FUEL, OIL &amp; LUBRICANTS</b>						
422 AV Gas & Jet A Fuel Purchase	196,038	173,699	190,000	175,500	178,000	
423 Jet A Fuel	69,751	84,456	101,900	100,000	110,000	
<b>SUB-TOTAL</b>	<b>265,789</b>	<b>258,156</b>	<b>291,900</b>	<b>275,500</b>	<b>288,000</b>	
<b>TOTAL EQUIP. OPERATION</b>	<b>267,789</b>	<b>262,556</b>	<b>296,900</b>	<b>280,750</b>	<b>294,800</b>	<b>-0.7%</b>
<b>CONTRACT SERVICES &amp; FEES</b>						
522 Insurance & Bonds	7,603	7,154	7,300	7,300	7,300	
532 Software Maint/License	1,178	1,150	1,300	1,300	1,300	
537 Bank Charges	0	133	0	0	0	
539 Other Contract Services	95	0	720	720	720	
<b>TOTAL CONTRACT SVCS &amp; FEES</b>	<b>8,876</b>	<b>8,436</b>	<b>9,320</b>	<b>9,320</b>	<b>9,320</b>	<b>0.0%</b>
<b>DEPRECIATION / BAD DEBT</b>						
601 Depreciation-Fixed Assets	0	86,195	0	0	0	
651 Bad Debt	0	42	100	138	0	
<b>TOTAL DEPRECIATION/BAD DEBT</b>	<b>0</b>	<b>86,236</b>	<b>100</b>	<b>138</b>	<b>0</b>	
<b>CONTRIBUTIONS/TRANSFERS</b>						
815 Interfund Transfer Out	64,579	30,000	30,000	30,000	15,000	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>64,579</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>15,000</b>	<b>-50.0%</b>
<b>LONG-TERM DEBT/CAPITAL LEASE</b>						
901 Repay loan to General Fund	0	0	0	43,151	22,225	
902 Interest Expense	6,376	2,389	43,151	2,188	445	
912 Loan Pmt to General Fund	38,874	0	2,188	0	0	
921 Transfer to I &S Principal	0	0	25,000	25,000	30,000	
922 Transfer to I &S Interest	8,376	10,498	9,423	9,423	8,673	
<b>TOTAL LONG TERM DEBT/LEASE</b>	<b>53,626</b>	<b>12,887</b>	<b>79,762</b>	<b>79,762</b>	<b>61,343</b>	<b>-23.1%</b>
<b>GRAND TOTALS</b>	<b>438,462</b>	<b>438,735</b>	<b>474,504</b>	<b>465,370</b>	<b>472,187</b>	<b>-0.5%</b>

## **TAYLOR CITY CEMETERY**

### **Department Description:**

According to Williamson County property records, the first cemetery land in Taylor was acquired in 1889. A tract of thirty acres in the John Winsett Survey was sold to the City of Taylor by John S. Barues and Jacob S. Whitmore. The oldest burial site is that of the Vance family which dates to 1853. The oldest stone marker is that of John S. Miller who died in 1878. It is located in the northwestern section of the cemetery.

The City of Taylor Cemetery occupies over 114 acres of rolling hillside located on East Fourth Street, one mile east of Taylor City Hall.

The cemetery staff consists of a Director, a cemetery clerk and two maintenance workers. The cemetery clerk's primary responsibilities include selling space to the public, marking the ground for the opening and closing of the space for the internment, scheduling internments, receiving monies, keeping records of purchases and internments, processing reports, marking graves for stone settings, and helping families to locate new and existing grave spaces.

### **Mission Statement:**

Be attentive and responsive to individuals and families during difficult times and support the overall needs of the community.

### **FY2012-13 Accomplishments:**

- Maintained and update records
- Improved in customer service
- Continued to increase knowledge of cemetery processes

### **FY2013-14 Goals and Objectives:**

- The primary objective for the Taylor City Cemetery Office is to serve the public and to be knowledgeable, professional, and courteous manner at all times.
- To become proficient in INCODE.
- To have full time maintenance staff in place.

### **Position Control- Listing of Authorized Position**

Class Code	Classification Title	EEOC Code	Status *	Hr./Sal.	Pay Schedule	Pay Group (Range)		Authorized Positions		
						Prior Year	Adopted	2012- 13	2013- 14	Difference
#669	Cemetery Clerk	#06	F	Hr.	A-1	13	13	1.00	1.00	0.00
#455	Cemetery Worker	#08	F	Hr.	A-1	--	15	0.00	1.00	1.00
* F = Full Time    PPT = Permanent Part time    Total								1.00	2.00	1.00

**CEMETERY FUND  
REVENUES**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>BEGINNING BALANCE</b>	<b>246,560</b>	<b>59,726</b>	<b>72,966</b>	<b>72,966</b>	<b>70,657</b>	
<b><u>340-CHARGES FOR SERVICES</u></b>						
286 Grave Digging Services	74,900	80,818	78,500	76,500	81,000	
287 Gravesite Marking/Locating Fee	1,540	1,625	1,500	1,650	1,750	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>76,440</b>	<b>82,443</b>	<b>80,000</b>	<b>78,150</b>	<b>82,750</b>	<b>3.4%</b>
<b><u>430 USE OF MONEY &amp; PROPERTY</u></b>						
331 Interest Income	264	232	250	250	300	
333 Rental Income (Leases)	1,000	500	500	500	500	
334 Misc. Revenue	1,995	1,509	1,700	1,700	1,700	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>3,259</b>	<b>2,241</b>	<b>2,450</b>	<b>2,450</b>	<b>2,500</b>	<b>2.0%</b>
<b><u>440- DONATIONS FROM PRIVATE SOU</u></b>						
359 Cemetery Misc. Donations	0	500	0	500	0	
<b>TOTAL PRIVATE DONATIONS</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>0.0%</b>
<b><u>450- INTERFUND TRANSFER</u></b>						
363 Transfer from Cem. Perm. Fund	22,500	50,000	50,000	50,000	24,000	
370 Interfund transfer In		0	0	20,000	0	
<b>TOTAL INTERFUND TRANSFER</b>	<b>22,500</b>	<b>50,000</b>	<b>50,000</b>	<b>70,000</b>	<b>24,000</b>	<b>-52.0%</b>
<b><u>460- PROCEEDS GEN FIXED ASSETS</u></b>						
372 Cemetery Lot Sale-Unrestricted	37,275	36,400	38,000	45,000	45,000	
373 Cemetery Lot Sale-Extended	6,006	1,686	6,100	73	100	
<b>TOTAL PROCEEDS GEN FXED ASSETS</b>	<b>43,281</b>	<b>38,086</b>	<b>44,100</b>	<b>45,073</b>	<b>45,100</b>	<b>2.3%</b>
<b>GRAND TOTALS</b>	<b>145,480</b>	<b>173,271</b>	<b>176,550</b>	<b>196,173</b>	<b>154,350</b>	<b>-12.57%</b>
<b>INCREASE (DECREASE) FUND BALANCE</b>	<b>(186,834)</b>	<b>13,240</b>	<b>(10,841)</b>	<b>(2,309)</b>	<b>(27,594)</b>	
<b>ENDING FUND BALANCE</b>	<b>59,726</b>	<b>72,966</b>	<b>62,125</b>	<b>70,657</b>	<b>43,063</b>	

**CEMETERY FUND EXPENDITURES**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	0	7,484	24,898	24,898	48,715	
114 Overtime	0	126	0	100	1,000	
115 Longevity Pay	0	36	0	0	48	
116 Regular Part Time	16,252	0	0	0	0	
117 Temporary/Seasonal	2,028	14,250	5,000	400	0	
<b>SUB-TOTAL</b>	<b>18,280</b>	<b>21,896</b>	<b>29,898</b>	<b>25,398</b>	<b>49,763</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	1,381	1,667	2,287	2,049	3,730	
122 Workers Compensation	62	49	87	78	913	
123 State Unemployment Tax	148	417	133	11	532	
124 TMRS	2,177	961	3,210	3,210	6,367	
126 Health Insurance	0	1,276	5,184	5,184	11,953	
127 Dental Insurance	0	58	252	242	507	
128 Long Term Disability	62	19	75	75	146	
<b>SUB-TOTAL</b>	<b>3,830</b>	<b>4,448</b>	<b>11,228</b>	<b>10,849</b>	<b>24,148</b>	
<b>ALLOWANCES/REIMBURSEMENT</b>						
131 Uniforms	0	0	200	200	400	
132 Uniforms Rental	0	0	0	0	1,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>1,400</b>	
<b>TOTAL EMPLOYEE SERVICES</b>	<b>22,110</b>	<b>26,343</b>	<b>41,326</b>	<b>36,447</b>	<b>75,311</b>	<b>82.2%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	256	448	500	1,100	1,200	
217 Office Security	0	482	504	1,174	900	
<b>SUB-TOTAL</b>	<b>256</b>	<b>930</b>	<b>1,004</b>	<b>2,274</b>	<b>2,100</b>	
<b>CONSTRUCTION SUPPLIES</b>						
225 Sand and Gravel	0	0	3,000	3,000	3,000	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	
<b>PROGRAM/SPECIAL EVENTS</b>						
232 Food/Meals	0	0	0	0	150	
236 Misc Occasions	0	0	0	300	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>150</b>	
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	0	0	0	0	880	
253 Chemicals	294	1,104	3,000	3,000	1,000	
256 Minor Tools	0	0	0	0	1,500	
<b>SUB-TOTAL</b>	<b>294</b>	<b>1,104</b>	<b>3,000</b>	<b>3,000</b>	<b>3,380</b>	
<b>OPERATIONAL EQUIPMENT</b>						
264 Computer Accessories	53	173	1,300	95	0	
267 Computers	0	0	0	1,235	0	
<b>SUB-TOTAL</b>	<b>53</b>	<b>173</b>	<b>1,300</b>	<b>1,330</b>	<b>0</b>	



**CEMETERY FUND EXPENDITURES**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
OPERATIONAL EQUIPMENT (FIE						
271 Grounds Maintenance	0	0	0	0	1,360	
272 Maintenance Equip	0	0	0	0	750	
279 Other Equipment	0	2,864	400	2,475	1,500	
<b>SUB-TOTAL</b>	<b>0</b>	<b>2,864</b>	<b>400</b>	<b>2,475</b>	<b>3,610</b>	
<b>TOTAL OPERATIONAL SUPPLI</b>	<b>603</b>	<b>5,071</b>	<b>8,704</b>	<b>12,379</b>	<b>12,240</b>	<b>40.6%</b>
UTILITIES						
321 Light & Power	1,333	778	930	930	1,000	
323 Truck Telephone System	802	932	325	1,000	600	
324 Cell Phones	396	432	400	600	600	
326 Wireless Data	0	0	456	456	0	
<b>SUB-TOTAL</b>	<b>2,531</b>	<b>2,142</b>	<b>2,111</b>	<b>2,986</b>	<b>2,200</b>	
FACILITY REPAIR/MAINT.						
349 Misc. Repairs/Maint	322	564	600	550	2,500	
<b>SUB-TOTAL</b>	<b>322</b>	<b>564</b>	<b>600</b>	<b>550</b>	<b>2,500</b>	
<b>TOTAL FACILITIES OPERATIC</b>	<b>2,853</b>	<b>2,706</b>	<b>2,711</b>	<b>3,536</b>	<b>4,700</b>	<b>73.4%</b>
EQUIPMENT RENTAL						
414 Motor Vehicle Rental	2,000	4,400	5,000	5,250	6,800	
419 Replacement Fund Contrib.	0	0	0	10,900	0	
<b>TOTAL EQUIPMENT OPERATIC</b>	<b>2,000</b>	<b>4,400</b>	<b>5,000</b>	<b>16,150</b>	<b>6,800</b>	<b>36.0%</b>
CONTRACT SERVICES & FEES						
521 County Recording Fees	960	1,008	1,050	1,050	1,050	
522 Insurance & Bonds	1,427	474	500	820	843	
534 Grave Digging Svcxs.	52,200	52,385	55,700	55,700	56,000	
539 Other Contract Services	6,215	27,644	32,400	32,400	25,000	
<b>TOTAL CONTRACT SVCS &amp; FE</b>	<b>60,802</b>	<b>81,511</b>	<b>89,650</b>	<b>89,970</b>	<b>82,893</b>	<b>-7.5%</b>
CONTRIBUTIONS/TRANSFERS						
815 Transfer Out	243,945	40,000	40,000	40,000	0	
<b>TOTAL CONTRIB./CONTINGEN</b>	<b>243,945</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>-100.0%</b>
<b>GRAND TOTALS</b>	<b>332,313</b>	<b>160,031</b>	<b>187,391</b>	<b>198,482</b>	<b>181,944</b>	<b>-2.9%</b>

# **INTERNAL SERVICES FUNDS:**

Fleet Operations Fund  
Fleet Replacement Fund

# FLEET SERVICES OPERATION REVENUES

	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13 ADOPTED BUDGET	FY2012-13 PROJECTED	FY2013-14 ADOPTED BUDGET	% Change Prior Year
<b><u>340-CHARGES FOR SERVICES</u></b>						
277 Equipment Rental Fee	622,351	666,824	653,443	666,138	683,329	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>622,351</b>	<b>666,824</b>	<b>653,443</b>	<b>666,138</b>	<b>683,329</b>	<b>4.6%</b>
<b><u>420 ASSESSMENTS</u></b>						
329 Payments of claims	6,021	2,489	0	4,179	0	
<b>TOTAL ASSESSMENTS</b>	<b>6,021</b>	<b>2,489</b>	<b>0</b>	<b>4,179</b>	<b>0</b>	<b>0.0%</b>
<b>GRAND TOTALS</b>	<b>628,372</b>	<b>669,313</b>	<b>653,443</b>	<b>670,317</b>	<b>683,329</b>	<b>4.6%</b>
<b>EXPENDITURES</b>	628,814	670,819	653,443	666,138	685,998	
<b>NET PROFIT/LOSS</b>	(442)	(1,506)	0	4,179	(2,669)	

**FLEET SERVICES OPERATION FUND**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>WAGES &amp; SALARIES</b>						
111 Regular Full Time	87,342	92,797	90,114	90,114	94,673	
112 Vacation/Holiday	127	0	0	0	0	
114 Overtime	2,376	3,399	3,960	3,960	3,960	
115 Longevity Pay	576	672	768	768	864	
<b>SUB-TOTAL</b>	<b>90,421</b>	<b>96,869</b>	<b>94,842</b>	<b>94,842</b>	<b>99,497</b>	
<b>PAID BENEFITS</b>						
121 FICA-Social Security	6,872	7,388	7,255	7,255	7,612	
122 Workers Compensation	2,343	2,201	2,363	2,363	2,059	
123 State Unemployment Tax	144	522	171	18	531	
124 TMRS	12,083	12,359	12,196	12,196	12,957	
126 Health Insurance	8,534	9,361	10,368	10,368	11,953	
127 Dental Insurance	425	463	504	486	507	
128 Long Term Disability	356	248	270	270	284	
<b>SUB-TOTAL</b>	<b>30,757</b>	<b>32,541</b>	<b>33,127</b>	<b>32,956</b>	<b>35,903</b>	
<b>ALLOWANCES/REIMBURSEM</b>						
131 Uniforms	200	190	340	340	360	
132 Uniforms Rental	1,047	1,160	1,780	1,780	1,780	
<b>SUB-TOTAL</b>	<b>1,247</b>	<b>1,350</b>	<b>2,120</b>	<b>2,120</b>	<b>2,140</b>	
<b>TRAINING/PROFESSIONAL DE</b>						
141 Workshop Training	432	264	764	164	1,000	
143 Membership/Dues	155	159	159	159	179	
144 Subscriptions & Books	0	233	150	150	150	
147 Training-Lodging	0	0	200	0	200	
148 Training-Meals	0	0	105	0	105	
<b>SUB-TOTAL</b>	<b>587</b>	<b>656</b>	<b>1,378</b>	<b>473</b>	<b>1,634</b>	
<b>TOTAL EMPLOYEE SERVIC</b>	<b>123,012</b>	<b>131,416</b>	<b>131,467</b>	<b>130,391</b>	<b>139,174</b>	<b>5.9%</b>
<b>OFFICE SUPPLIES</b>						
211 General Office Supplies	148	264	300	300	300	
<b>SUB-TOTAL</b>	<b>148</b>	<b>264</b>	<b>300</b>	<b>300</b>	<b>300</b>	
<b>CONSTRUCTION SUPPLIES</b>						
226 Misc. Hardware	3,024	3,218	3,500	3,500	3,500	
<b>SUB-TOTAL</b>	<b>3,024</b>	<b>3,218</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	
<b>PUBLIC SAFETY SUPPLIES</b>						
249 Fire Prevention Supplies	911	906	1,100	600	600	
<b>SUB-TOTAL</b>	<b>911</b>	<b>906</b>	<b>1,100</b>	<b>600</b>	<b>600</b>	
<b>SPECIALTY SUPPLIES</b>						
252 Medical Supplies	98	90	300	300	300	
253 Chemicals	2,666	3,466	3,500	3,500	3,500	
256 Minor Tools/Instruments	2,282	1,902	2,500	2,500	2,500	
259 Misc. Supplies	7,095	7,817	7,500	8,000	8,000	
<b>SUB-TOTAL</b>	<b>12,141</b>	<b>13,276</b>	<b>13,800</b>	<b>14,300</b>	<b>14,300</b>	

**FLEET SERVICES OPERATION FUND**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
<b>OPERATIONAL EQUIPMENT</b>						
264 Computer Accessories	59	56	100	100	100	
267 Computers	0	0	0	0	800	
279 Other Operational Equip.	0	0	4,150	4,150	7,570	
<b>SUB-TOTAL</b>	<b>59</b>	<b>56</b>	<b>4,250</b>	<b>4,250</b>	<b>8,470</b>	
<b>TOTAL OPERATIONAL SUPPLIES</b>	<b>16,283</b>	<b>17,719</b>	<b>22,950</b>	<b>22,950</b>	<b>27,170</b>	<b>18.4%</b>
<b>UTILITIES</b>						
323 Truck Telephone System	626	652	700	700	700	
324 Cell Phones	880	1,126	1,000	1,000	1,200	
<b>SUB-TOTAL</b>	<b>1,506</b>	<b>1,778</b>	<b>1,700</b>	<b>1,700</b>	<b>1,900</b>	
<b>FACILITY REPAIR/IMPROVEMENT</b>						
341 Roofing Repairs	0	0	2,375	2,375	0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>2,375</b>	<b>2,375</b>	<b>0</b>	
<b>TOTAL FACILITIES OPERATING</b>	<b>1,506</b>	<b>1,778</b>	<b>4,075</b>	<b>4,075</b>	<b>1,900</b>	<b>-53.4%</b>
<b>EQUIPMENT RENTAL</b>						
414 Motor Vehicle Rental	3,987	3,388	0	308	0	
416 Light Equip. Rental-Exterior	3,150	4,792	6,000	5,000	6,000	
418 Trucks, Heavy Equip.-Ext.	4,054	5,389	8,000	5,000	8,000	
<b>SUB-TOTAL</b>	<b>11,191</b>	<b>13,569</b>	<b>14,000</b>	<b>10,308</b>	<b>14,000</b>	
<b>FUEL, OIL &amp; LUBRICANTS</b>						
421 Fuel Line & Pump Repairs	5,587	2,990	3,100	3,100	3,500	
422 Carburetor Repairs	4,594	2,085	3,075	3,075	3,075	
423 Transmission System	10,784	29,010	12,000	13,000	13,000	
424 Brake System	16,890	8,460	15,000	16,000	16,000	
425 Suspension System	14,565	11,081	13,000	15,000	15,000	
426 Hydraulic System	12,572	12,355	12,000	12,000	12,000	
427 Cooling System	5,929	5,001	4,000	5,000	5,000	
428 Engine Repairs	29,635	34,421	30,000	33,000	33,000	
429 Body Shop Repairs	22,809	23,990	20,000	20,000	20,000	
<b>SUB-TOTAL</b>	<b>123,365</b>	<b>129,394</b>	<b>112,175</b>	<b>120,175</b>	<b>120,575</b>	
<b>FUEL, OIL, FILTERS, TIRES</b>						
441 Fuel (gas, diesel)	202,411	209,610	215,000	215,000	220,000	
442 Oil, Lubricants, Oil Filters	27,062	30,929	28,000	29,000	29,000	
445 Tires	26,595	30,610	24,000	28,000	28,000	
446 Batteries	7,342	6,413	7,500	8,500	8,500	
447 Electrical	19,840	21,453	20,000	20,000	20,000	
448 Exhaust Systems	1,686	2,498	2,000	3,000	3,000	
449 Misc. Repairs	29,689	31,330	31,037	33,000	33,000	
<b>SUB-TOTAL</b>	<b>314,625</b>	<b>332,843</b>	<b>327,537</b>	<b>336,500</b>	<b>341,500</b>	
<b>TOTAL EQUIPMENT OPERATING</b>	<b>449,181</b>	<b>475,806</b>	<b>453,712</b>	<b>466,983</b>	<b>476,075</b>	<b>4.9%</b>

**FLEET SERVICES OPERATION FUND**

			FY2012-13		FY2013-14	% Change
	FY2010-11	FY2011-12	ADOPTED	FY2012-13	ADOPTED	Prior
	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	Year
CONTRACT SERVICES & FEES						
522 Insurance and Bonds	34,387	35,145	35,500	36,000	35,940	
526 Testing/Certification	1,491	2,692	1,500	1,500	1,500	
532 Software License/Maint	1,908	5,133	3,108	3,108	3,108	
536 Extended Warranty	1,046	1,131	1,131	1,131	1,131	
<b>TOTAL CONTRACT SVCS &amp;</b>	<b>38,832</b>	<b>44,101</b>	<b>41,239</b>	<b>41,739</b>	<b>41,679</b>	<b>1.1%</b>
 <b>GRAND TOTALS</b>	 <b>628,814</b>	 <b>670,819</b>	 <b>653,443</b>	 <b>666,138</b>	 <b>685,998</b>	 <b>5.0%</b>

**FLEET REPLACEMENT FUND**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>REVENUES</b>						
<b><u>BEGINNING FUND BALANCE</u></b>	<b>426,926</b>	<b>234,428</b>	<b>44,431</b>	<b>44,431</b>	<b>13,739</b>	
<b><u>340-CHARGES FOR SERVICES</u></b>						
278 Equipment Replacement Fee	0	0	102,045	499,361	171,485	
<b>TOTAL CHARGES FOR SERVICES</b>	<b>0</b>	<b>0</b>	<b>102,045</b>	<b>499,361</b>	<b>171,485</b>	
<b><u>420 ASSESSMENTS</u></b>						
329 Payment of Claims	0	13,129	0	0	0	
<b>TOTAL ASSESSMENTS</b>	<b>0</b>	<b>13,129</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>450-INTERFUND OPERATING TRANSFE</u></b>						
335 Reimbursements/Repayments	9,889	0	0	0	0	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>9,889</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>460 PROCEEDS GEN FIXED ASSETS</u></b>						
374 Sale of Surplus Equip	13,558	20,331	0	2,096	0	
379 Sale of Misc. Assets	(3,078)	(5,829)	0	0	0	
<b>TOTAL PROCEEDS GEN FIXED ASSETS</b>	<b>10,480</b>	<b>14,501</b>	<b>0</b>	<b>2,096</b>	<b>0</b>	
<b><u>470 PROCEEDS GEN LONG TERM LIA</u></b>						
392 Bank Escrow	13,558	400	0	0	0	
<b>TOTAL PROCEEDS GEN FIXED ASSETS</b>	<b>13,558</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>20,369</b>	<b>28,031</b>	<b>102,045</b>	<b>501,457</b>	<b>171,485</b>	<b>68.05%</b>
<b>EXPENDITURES</b>						
<b>DEPRECIATION/BAD DEBT</b>						
<b><u>600-Depreciation</u></b>						
601 Depreciation expense	155,210	151,179	0	0	0	
	<b>155,210</b>	<b>151,179</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>720- FIELD EQUIPMENT</u></b>						
723 Motor Vehicles	0	0	0	187,732	0	
724 Heavy Equipment	0	0	0	156,284	0	
725 Other Equipment	0	0	0	86,088	0	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>430,104</b>	<b>0</b>	
<b>LONG-TERM DEBT/CAPITAL LEASE</b>						
911 Capital Lease Principal	0	0	21,474	21,474	84,579	
912 Capital Lease Interest	0	6,262	7,341	7,341	14,773	
913 Capital Lease Short Term	57,657	58,424	73,230	73,230	72,133	
922 Long-term interest	0	2,162	0	0	0	
<b>TOTAL DEBT SERVICE</b>	<b>57,657</b>	<b>66,848</b>	<b>102,045</b>	<b>102,045</b>	<b>171,485</b>	
<b>GRAND TOTALS</b>	<b>212,867</b>	<b>218,027</b>	<b>102,045</b>	<b>532,149</b>	<b>171,485</b>	<b>68.05%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>(192,498)</b>	<b>(189,997)</b>	<b>0</b>	<b>(30,692)</b>	<b>0</b>	
<b>ENDING FUND BALANCE</b>	<b>234,428</b>	<b>44,431</b>	<b>44,431</b>	<b>13,739</b>	<b>13,739</b>	

# **NON-MAJOR FUND:**

Cemetery Permanent Fund



**CEMETERY PERMANENT FUND**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b><u>BEGINNING FUND BALANCE</u></b>	<b>771,938</b>	<b>771,812</b>	<b>733,516</b>	<b>733,516</b>	<b>721,491</b>	
<b>REVENUES</b>						
<b><u>430 USE OF MONEY &amp; PROPERTY</u></b>						
331 Interest Income	24,175	18,042	24,000	24,000	24,000	
337 Unrealized Gain/Loss	(17,233)	(19,920)	0	0	0	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>6,942</b>	<b>(1,879)</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	
<b><u>460- PROCEEDS GEN. FIXED ASSETS</u></b>						
371 Cemetery Lot Sales	15,457	13,602	16,000	14,000	14,000	
<b>TOTAL PROCEEDS GEN. FIXED ASSETS</b>	<b>15,457</b>	<b>13,602</b>	<b>16,000</b>	<b>14,000</b>	<b>14,000</b>	
<b>GRAND TOTALS</b>	<b>22,399</b>	<b>11,724</b>	<b>40,000</b>	<b>38,000</b>	<b>38,000</b>	<b>-5.00%</b>
<b>EXPENDITURES</b>						
<b>CONTRACT SERVICES</b>						
537 Bank Finance/Service Fees	25	20	25	25	25	
<b>TOTAL CONTRACT SERVICES</b>	<b>25</b>	<b>20</b>	<b>25</b>	<b>25</b>	<b>25</b>	
<b>CONTRIBUTIONS/TRANSFERS</b>						
812 Bank Service Fees	0	0	0	0	0	
813 Transfer out-Cemetery Op Fund	22,500	50,000	50,000	50,000	24,000	
<b>TOTAL CONTRIB./CONTINGENCY</b>	<b>22,525</b>	<b>50,020</b>	<b>50,025</b>	<b>50,025</b>	<b>24,025</b>	<b>-51.97%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>(126)</b>	<b>(38,296)</b>	<b>(10,025)</b>	<b>(12,025)</b>	<b>13,975</b>	
<b>ENDING FUND BALANCE</b>	<b>771,812</b>	<b>733,516</b>	<b>723,491</b>	<b>721,491</b>	<b>735,466</b>	

Chapter 6 Section 6-8 of the City Code establishes a cemetery trust fund subject to control of the City Council. Interest income from the investment of the permanent fund are to be used for beautification and upkeep of the cemetery.

# **DEBT SERVICE FUNDS:**

General Tax Supported Debt

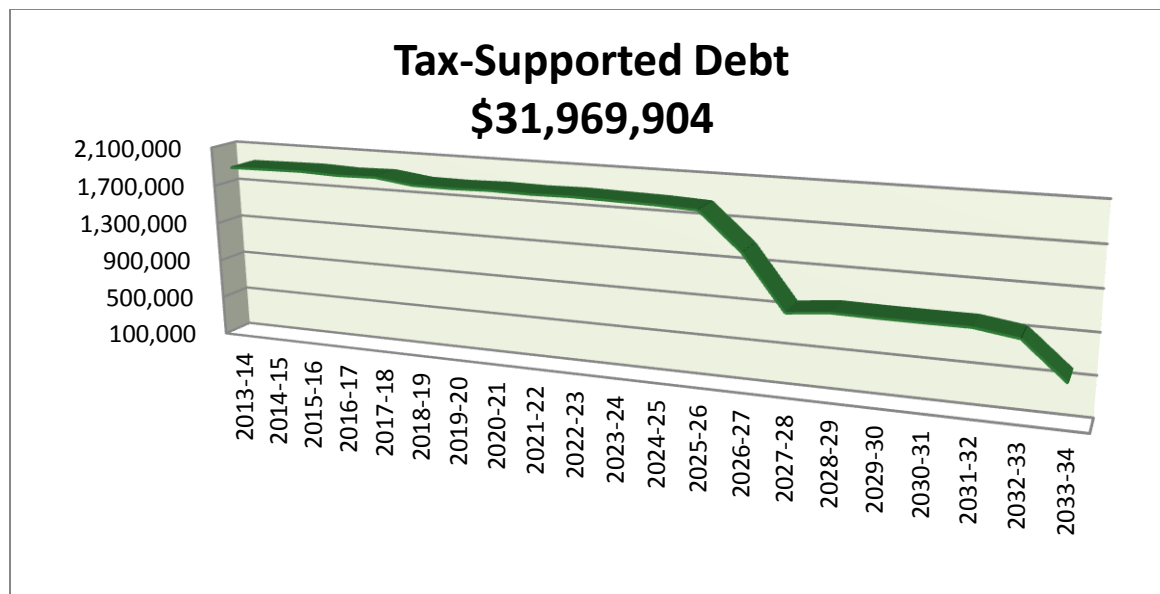
MDUS Debt

Utility Debt

Airport Debt

**GENERAL OBLIGATION BONDS AND GENERAL GOVERNMENT CO's (INTEREST SINKING FUND)**

<b><u>REVENUES</u></b>	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b><u>310-TAXES</u></b>						
111 Current Property Taxes	1,685,999	1,602,569	1,806,009	1,845,000	1,837,050	
<b>TOTAL TAXES</b>	<b>1,685,999</b>	<b>1,602,569</b>	<b>1,806,009</b>	<b>1,845,000</b>	<b>1,837,050</b>	
<b><u>430 USE OF MONEY &amp; PROPERTY</u></b>						
331 Interest Income	7,776	1,172	1,200	13,270	1,200	
335 Reimbursement/Refunds	4,742	0	0	6,015	0	
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>7,776</b>	<b>1,172</b>	<b>1,200</b>	<b>19,285</b>	<b>1,200</b>	
<b><u>470 PROCEEDS LONG TERM LIABILITY</u></b>						
388 Bond Proceeds	0	0	0	3,990,000	0	
<b>TOTAL PROCEEDS GEN FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,990,000</b>	<b>0</b>	
<b>GRAND TOTALS</b>	<b>1,693,775</b>	<b>1,603,741</b>	<b>1,807,209</b>	<b>5,854,285</b>	<b>1,838,250</b>	<b>1.72%</b>
<b><u>EXPENDITURES</u></b>						
<b><u>500-CONTRACT SERVICES &amp; FEES</u></b>						
537 Bank Fees	1,422	1,284	1,500	1,500	1,500	
<b>TOTAL CONTRACT SERVICES &amp; FEES</b>	<b>1,422</b>	<b>1,284</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	
<b><u>800-CONTRIBUTIONS/TRANSFERS</u></b>						
815 Interfund Transfer Out	49,865	0	0	0	0	
<b>TOTAL CONTRACT SERVICES &amp; FEES</b>	<b>49,865</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>900-LONG TERM DEBT/CAPITAL LEAS</u></b>						
921 I & S Principal	860,567	914,083	970,594	1,065,594	1,039,110	
922 I & S Interest	781,815	830,660	835,415	748,760	864,045	
<b>TOTAL LONG TERM DEBT</b>	<b>1,642,382</b>	<b>1,744,743</b>	<b>1,806,009</b>	<b>1,814,354</b>	<b>1,903,155</b>	
<b>GRAND TOTALS</b>	<b>1,693,669</b>	<b>1,746,027</b>	<b>1,807,509</b>	<b>1,815,854</b>	<b>1,904,655</b>	<b>5.37%</b>
<b>INCREASE/DECREASE IN FUND BAL.</b>	<b>106</b>	<b>(142,286)</b>	<b>(300)</b>	<b>4,038,431</b>	<b>(66,405)</b>	



#### General Fund Debt-Tax-Supported Debt

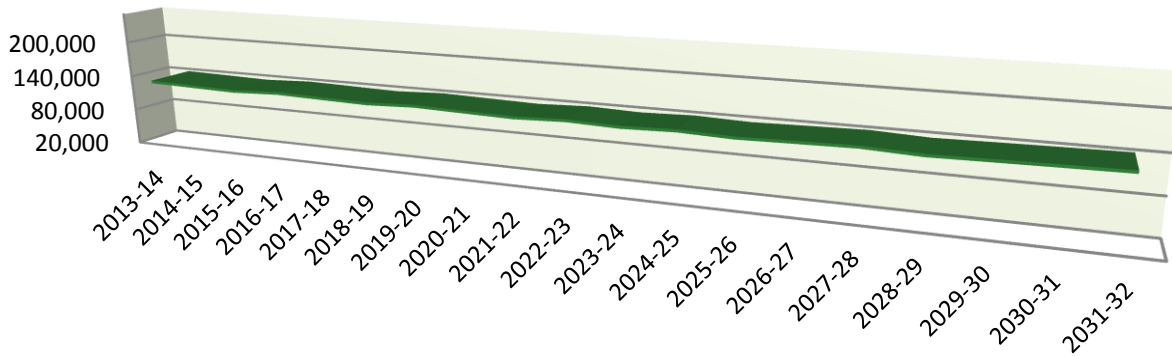
Fiscal Year	Total Principal	Total Interest	Total P & I
2013-14	1,039,110	864,045	1,903,155
2014-15	1,100,868	809,275	1,910,143
2015-16	1,145,000	770,770	1,915,770
2016-17	1,170,000	731,118	1,901,118
2017-18	1,220,000	689,091	1,909,091
2018-19	1,210,000	647,353	1,857,353
2019-20	1,245,000	608,486	1,853,486
2020-21	1,295,000	567,440	1,862,440
2021-22	1,330,000	524,988	1,854,988
2022-23	1,380,000	481,050	1,861,050
2023-24	1,415,000	435,870	1,850,870
2024-25	1,460,000	382,003	1,842,003
2025-26	1,495,000	327,193	1,822,193
2026-27	1,190,000	266,237	1,456,237
2027-28	700,000	219,985	919,985
2028-29	770,000	191,622	961,622
2029-30	795,000	160,385	955,385
2030-31	825,000	128,110	953,110
2031-32	860,000	93,910	953,910
2032-33	835,000	58,300	893,300
2033-34	510,000	22,695	532,695
<b>TOTAL</b>	<b>\$ 22,989,978</b>	<b>\$ 8,979,926</b>	<b>\$ 31,969,904</b>

**MUNICIPAL UTILITY DRAINAGE CO'S**

	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>% Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>	<b>Prior</b>
			<b>BUDGET</b>		<b>BUDGET</b>	<b>Year</b>
<b>REVENUES</b>						
<b><u>450-INTERFUND TRANSFER</u></b>						
370 Transfer from MDUS	0	0	131,300	131,300	133,425	
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>131,300</b>	<b>131,300</b>	<b>133,425</b>	
<b>GRAND TOTALS</b>						
	<b>0</b>	<b>0</b>	<b>131,300</b>	<b>131,300</b>	<b>133,425</b>	<b>100.00%</b>
<b>EXPENDITURES</b>						
<b><u>900-LONG TERM DEBT/CAPITAL LEASE</u></b>						
921 I & S Principal	0	0	65,000	65,000	85,000	
922 I & S Interest	0	0	66,300	66,300	48,425	
<b>TOTAL LONG TERM DEBT</b>	<b>0</b>	<b>0</b>	<b>131,300</b>	<b>131,300</b>	<b>133,425</b>	
<b>GRAND TOTALS</b>						
	<b>0</b>	<b>0</b>	<b>131,300</b>	<b>131,300</b>	<b>133,425</b>	<b>100.00%</b>

## MDUS (Drainage)

### \$2,498,700



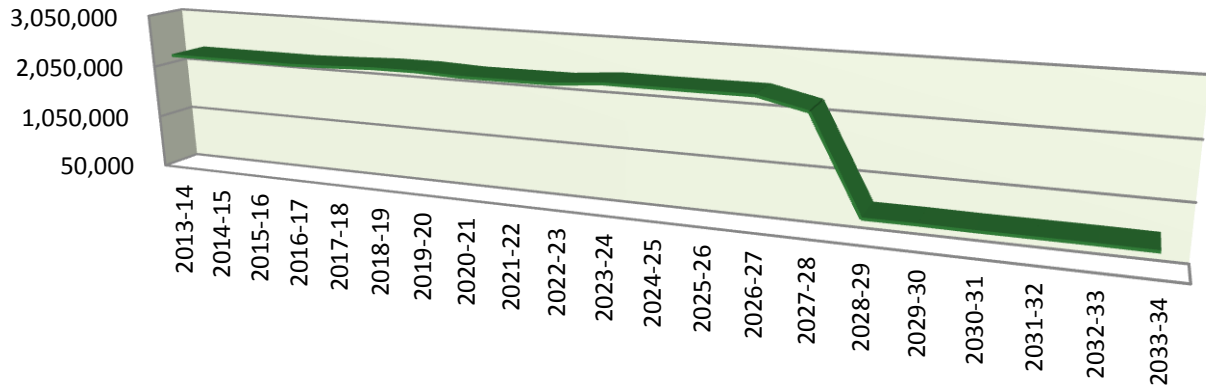
#### DRAINAGE OBLIGATION DEBT SUMMARY

Fiscal Year	Total Principal	Total Interest	Total P & I
2013-14	85,000	48,425	133,425
2014-15	85,000	46,725	131,725
2015-16	85,000	45,025	130,025
2016-17	90,000	43,325	133,325
2017-18	90,000	41,525	131,525
2018-19	90,000	39,725	129,725
2019-20	95,000	37,925	132,925
2020-21	95,000	36,025	131,025
2021-22	95,000	34,125	129,125
2022-23	100,000	32,225	132,225
2023-24	100,000	29,725	129,725
2024-25	105,000	27,225	132,225
2025-26	105,000	24,600	129,600
2026-27	110,000	21,450	131,450
2027-28	115,000	18,150	133,150
2028-29	115,000	14,700	129,700
2029-30	120,000	11,250	131,250
2030-31	125,000	7,650	132,650
2031-32	130,000	3,900	133,900
<b>TOTAL</b>	<b>\$ 1,935,000</b>	<b>\$ 563,700</b>	<b>\$ 2,498,700</b>

# UTILITY CO'S BONDS (I S)

REVENUES	FY2010-11 ACTUAL	FY2011-12 ACTUAL	FY2012-13		FY2013-14 ADOPTED BUDGET	% Change Prior Year
			ADOPTED BUDGET	FY2012-13 PROJECTED		
<b><u>450-INTERFUND TRANSFER</u></b>						
368 Transfer from Utility Fund	2,460,092	2,329,446	2,327,091	2,308,777	2,299,230	
<b>TOTAL TRANSFERS</b>	2,460,092	2,329,446	2,327,091	2,308,777	2,299,230	
<b>GRAND TOTALS</b>	<b>2,460,092</b>	<b>2,329,446</b>	<b>2,327,091</b>	<b>2,308,777</b>	<b>2,299,230</b>	<b>-1.20%</b>
<b>EXPENDITURES</b>						
<b><u>900-LONG TERM DEBT/CAPITAL LEAS</u></b>						
921 I & S Principal	1,121,438	1,122,922	1,154,406	1,174,406	1,200,890	
922 I & S Interest	1,339,119	1,206,524	1,172,685	1,134,371	1,098,340	
<b>TOTAL LONG TERM DEBT</b>	2,460,557	2,329,446	2,327,091	2,308,777	2,299,230	
<b>GRAND TOTALS</b>	<b>2,460,557</b>	<b>2,329,446</b>	<b>2,327,091</b>	<b>2,308,777</b>	<b>2,299,230</b>	<b>-1.20%</b>

## Water & Sewer Debt \$37,985,132



### UTILITY OBLIGATION DEBT SUMMARY

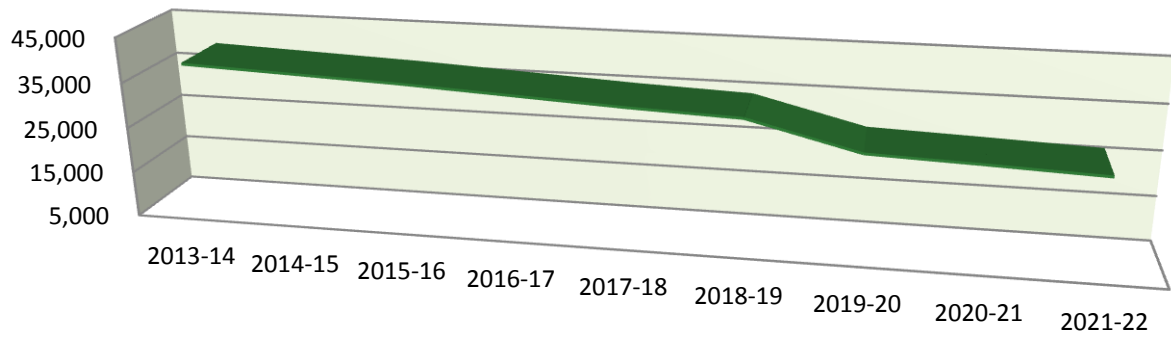
Fiscal Year	Total Principal	Total Interest	Total P & I
2013-14	1,200,890	1,098,340	2,299,230
2014-15	1,244,132	1,053,058	2,297,190
2015-16	1,290,000	1,006,330	2,296,330
2016-17	1,335,000	959,473	2,294,473
2017-18	1,410,000	909,068	2,319,068
2018-19	1,495,000	855,920	2,350,920
2019-20	1,555,000	799,312	2,354,312
2020-21	1,580,000	740,161	2,320,161
2021-22	1,645,000	677,799	2,322,799
2022-23	1,715,000	612,592	2,327,592
2023-24	1,855,000	544,395	2,399,395
2024-25	1,930,000	466,206	2,396,206
2025-26	2,010,000	386,155	2,396,155
2026-27	2,100,000	299,683	2,399,683
2027-28	1,995,000	208,135	2,203,135
2028-29	390,000	113,448	503,448
2029-30	410,000	96,873	506,873
2030-31	420,000	79,448	499,448
2031-32	440,000	60,968	500,968
2032-33	460,000	41,608	501,608
2033-34	475,000	21,138	496,138
<b>TOTAL</b>	<b>\$ 26,955,022</b>	<b>\$ 11,030,110</b>	<b>\$ 37,985,132</b>



**AIRPORT CO'S ( I S)**

	<b>FY2010-11 ACTUAL</b>	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ADOPTED BUDGET</b>	<b>FY2012-13 PROJECTED</b>	<b>FY2013-14 ADOPTED BUDGET</b>	<b>% Change Prior Year</b>
<b>REVENUES</b>						
<b><u>450-INTERFUND TRANSFER</u></b>						
366 Transfer from Airport Fund	36,372	28,870	34,423	34,423	38,673	
<b>TOTAL TRANSFERS</b>	<b>36,372</b>	<b>28,870</b>	<b>34,423</b>	<b>34,423</b>	<b>38,673</b>	
<b>EXPENDITURES</b>						
<b><u>900-LONG TERM DEBT/CAPITAL LEAS</u></b>						
921 I & S Principal	27,995	27,995	25,000	25,000	30,000	
922 I & S Interest	8,376	10,498	9,423	9,423	8,673	
<b>TOTAL LONG TERM DEBT</b>	<b>36,371</b>	<b>38,493</b>	<b>34,423</b>	<b>34,423</b>	<b>38,673</b>	
<b>GRAND TOTALS</b>	<b>36,372</b>	<b>28,870</b>	<b>34,423</b>	<b>34,423</b>	<b>38,673</b>	<b>12.35%</b>

## Airport Debt \$296,366



### Airport Obligation Debt

Fiscal Year	Total Principal	Total Interest	Total P & I
2013-14	30,000	8,673	38,673
2014-15	30,000	7,773	37,773
2015-16	30,000	6,873	36,873
2016-17	30,000	5,673	35,673
2017-18	30,000	4,473	34,473
2018-19	30,000	3,573	33,573
2019-20	25,000	2,613	27,613
2020-21	25,000	1,813	26,813
2021-22	25,000	906	25,906
<b>TOTAL</b>	<b>\$ 255,000</b>	<b>\$ 42,366</b>	<b>\$ 297,366</b>